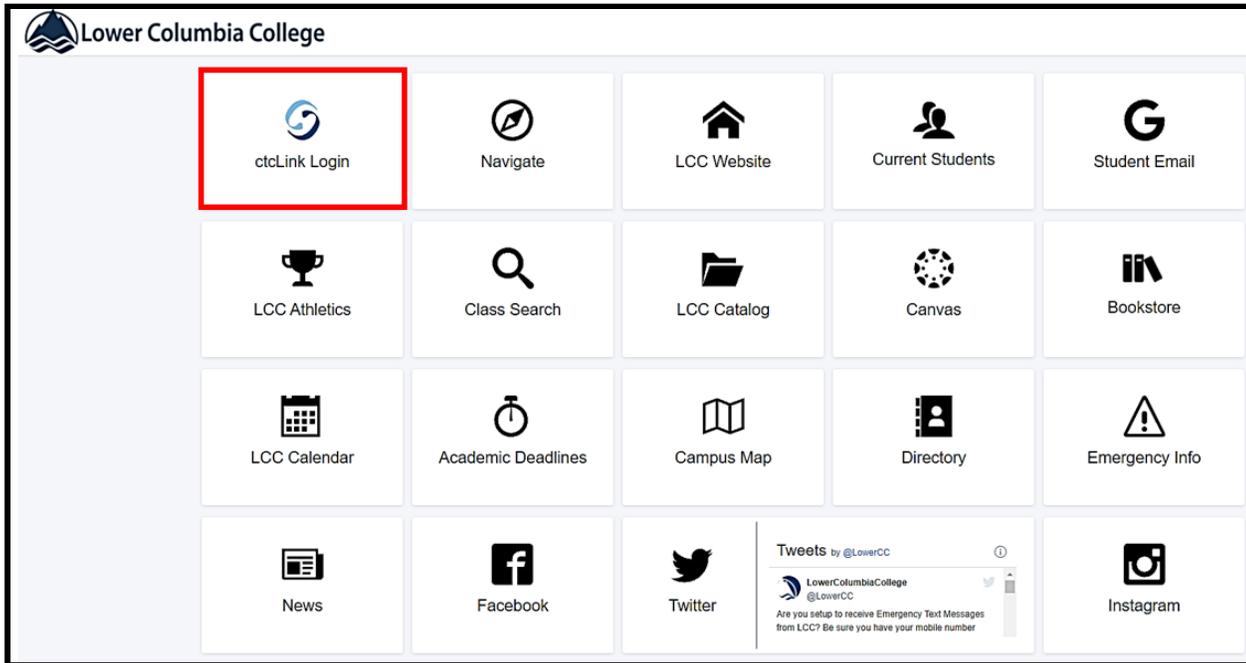
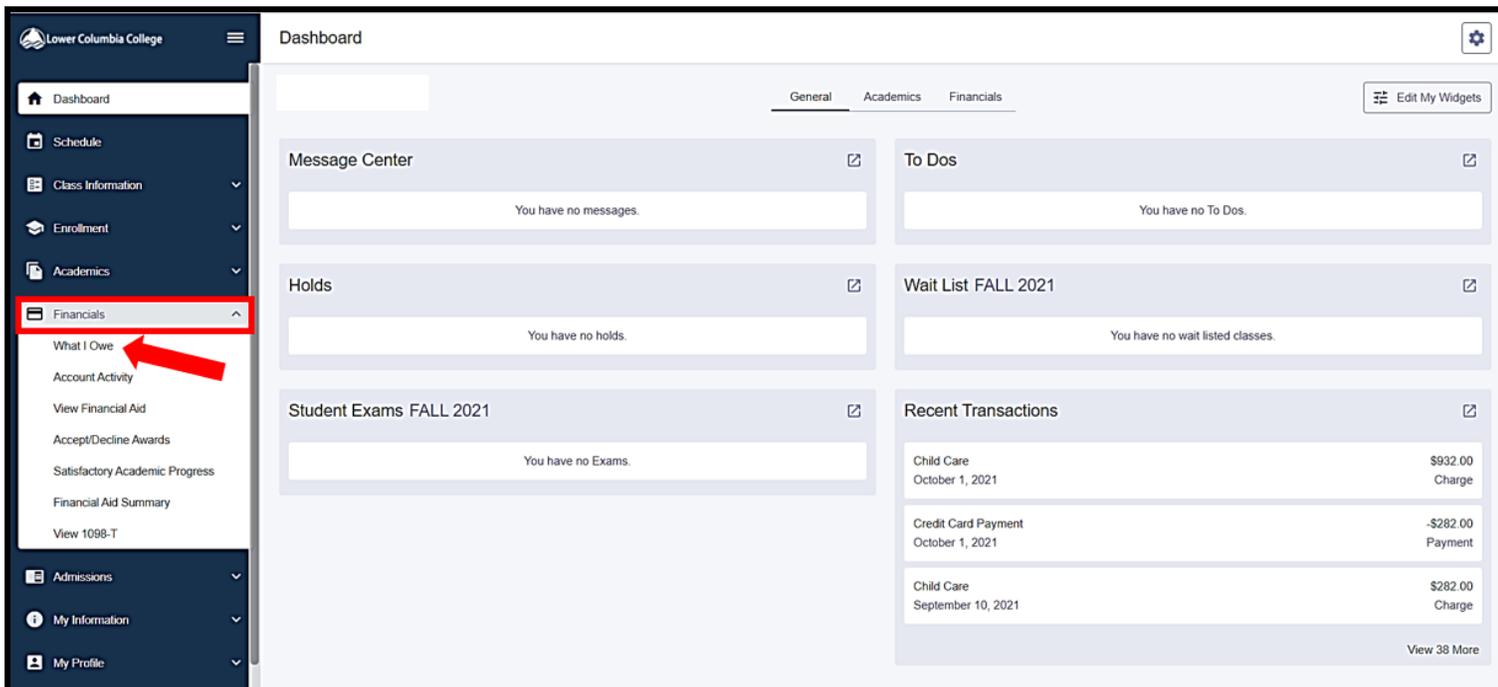


# How to make a payment using ctcLink - Mobile

1. Navigate to ctcLink mobile website - <https://wa130.ctclink.us>.
2. Select the ctcLink Login tile and login using your ctcLink ID number and password.



3. The ctcLink mobile dashboard displays. Select the **Financials** option from the left menu of the dashboard. Then select **What I Owe**.



4. The **What I Owe** page displays. Select **Make A Payment**.

What I Owe

I Owe: \$932.00

Display: Charges

Email Outstanding Charges

**Make A Payment**

> FALL 2021

Outstanding Charges: \$932.00 Total Due: \$932.00

5. The **Account Balance** page displays. Select the **Payments** option from the left side menu.

ctcLink Student Homepage Account Balance

Account Balance Due Now 932.00 Currency used is US Dollar

Charges

**Payments**

1098-T

Payment Plans

Other Account Activities

What I Owe

Term	Charges & Deposits	Total Due
FALL 2021	932.00	932.00
<b>Total</b>	<b>932.00</b>	<b>932.00</b>

Currency used is US Dollar

6. Select **Make a Payment**.

Account Balance Due Now 932.00 Currency used is US Dollar

Charges

Payments

Payment History

**Make a Payment**

What I Owe

Term	Charges & Deposits	Total Due
FALL 2021	932.00	932.00
<b>Total</b>	<b>932.00</b>	<b>932.00</b>

Currency used is US Dollar

7. The **Specify Payment Amount** page displays. Enter the payment amount into the box and select **Next**.

Specify Payment Amount

Make a Payment

**Specify Payment Amount**

This is a list of charges that you are allowed to pay online. Your other charges can be paid through the Cashiers office or mailed in separately.

What I Owe

Description	Outstanding Charges	Payment Amount
Lower Columbia College	932.00	<input type="text"/>

Currency used is US Dollar

Cancel Next

My Charges

Go to top

8. The **Confirm Payment** page displays. Review the payment amount and select **Continue to Make Payment**.

**Confirm Payment**

Make a Payment

**Confirm Payment**

 Your payment of 932.00 USD will be collected through our secure third party payment provider.

[Go to top](#)

9. The page displays to enter **Billing Information** and **Payment Details**.

In the **Billing Information** section, enter the required fields:

- First Name
- Last Name
- Address
- City
- Country/Region
- State/Province
- Zip/Postal Code
- Email

In the **Payment Details** section, enter the required fields:

- Select Card Type
- Enter Card Number
- Enter Expiration Date
- Enter CVN

## Confirm Payment

### Billing Information

\* Required field

First Name *	<input type="text" value="Test"/>
Last Name *	<input type="text" value="Payment"/>
Address Line 1 *	<input type="text" value="1600 Maple Street"/>
Address Line 2	<input type="text"/>
City *	<input type="text" value="Longview"/>
Country/Region *	<input type="text" value="United States of America"/>
State/Province *	<input type="text" value="Washington"/>
Zip/Postal Code *	<input type="text" value="98632"/>
Email *	<input type="text" value="testpayment@lowercolumbia.edu"/>

### Payment Details

Card Type *	<input checked="" type="radio"/>  Visa	<input type="radio"/>  Mastercard
Card Number *	<input type="text" value=".....8452"/>	
Expiration Month *	<input type="text" value="12"/>	Expiration Year * <input type="text" value="2024"/>
CVN *	<input type="text" value="..."/> 	<small>This code is a three or four digit number printed on the back or front of credit cards.</small>

**Finish**

10. After all required information has been entered, select **Finish**.

11. The **Submit Payment** page displays. Review the information and select **Submit**.

## Confirm Payment

go to ...

Make a Payment

### Submit Payment

If the following information is accurate, select the Submit button.

#### Payment Summary

Payment Amount 932.00  
Currency used is US Dollar

Card Number

Cancel

Submit

12. A **Payment Result** page confirms your successful payment or notifies you of an error.

Make a Payment

### Payment Result



Your payment has been accepted. Save the following information for your reference.

#### Confirmation Details

Reference Number	000000570564	Payment Amount	932.00
Card Number		Transaction Date	10/01/2021
		Transaction Status	Successfully Posted
Currency used is US Dollar			

View Confirmed Payment

Make Another Payment