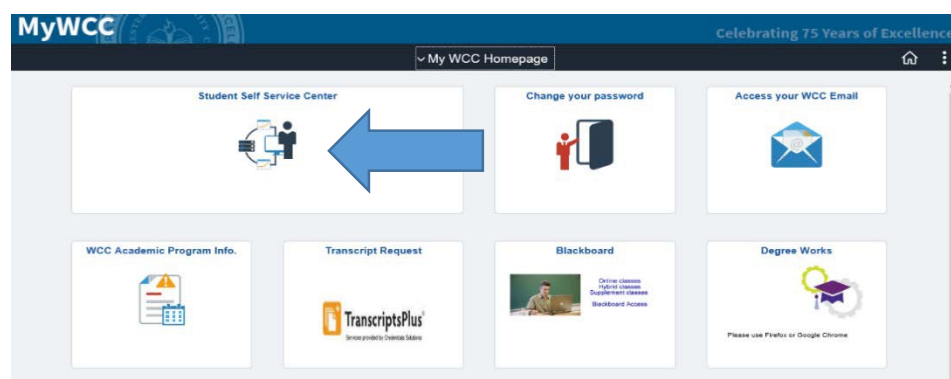
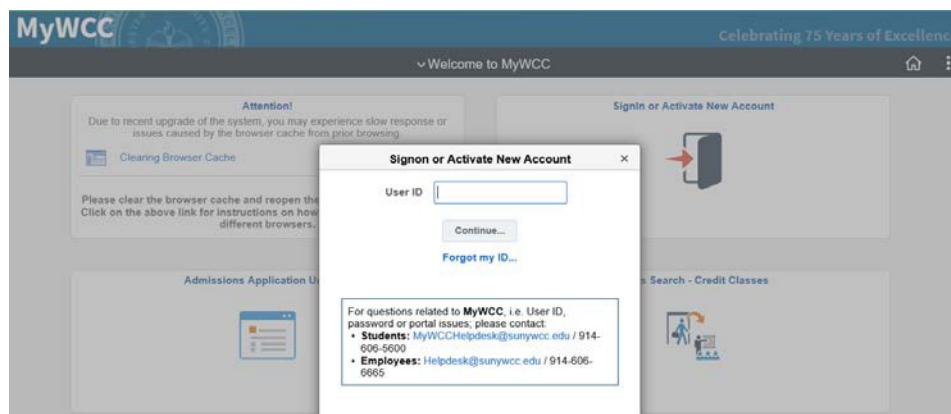
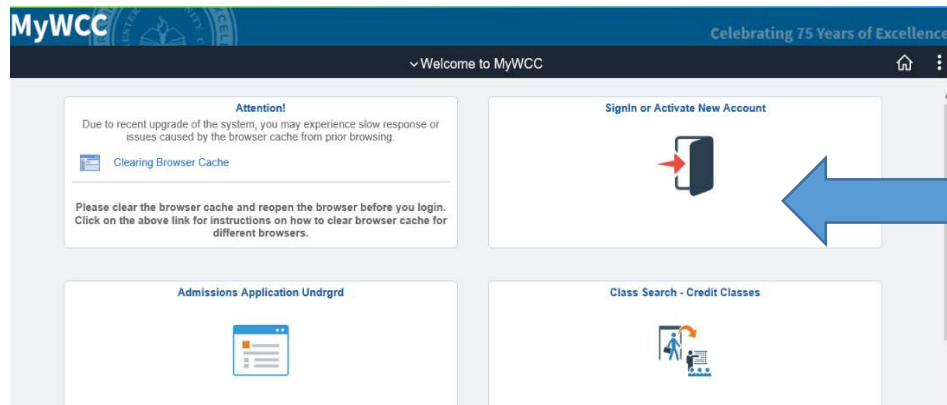


How to Check Your Holds

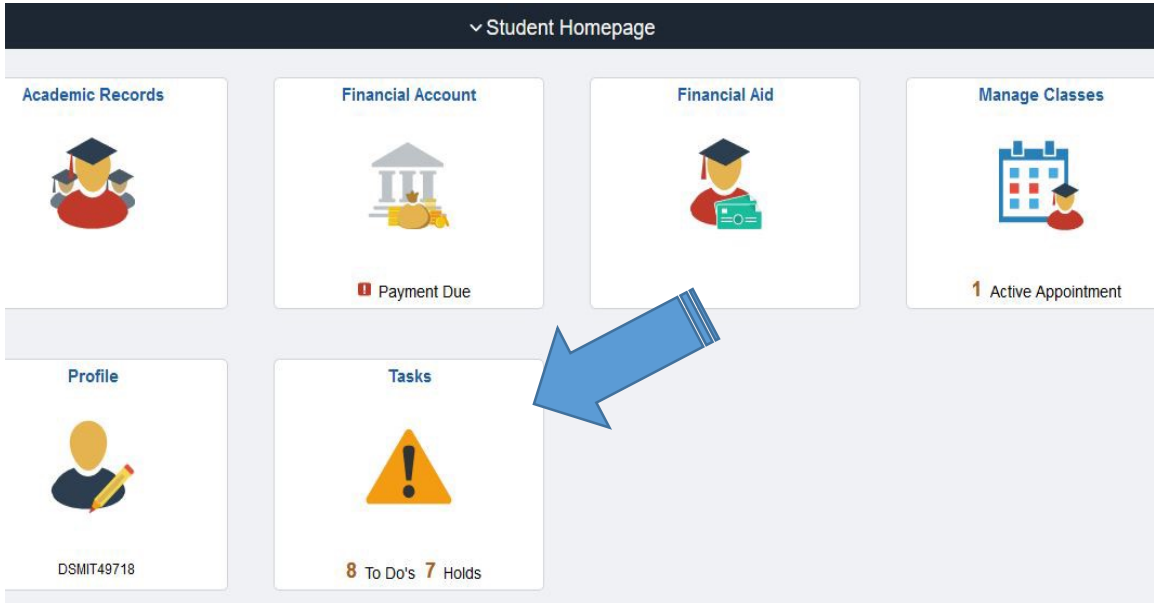
STEP 1:

Go to the MyWCC Portal - [HTTPS://MYWCC.SUNYWCC.EDU](https://mywcc.sunywcc.edu) - and, under “SIGN IN”, put in your “USER ID” and “PASSWORD”. (If you have not already created your USER ID and PASSWORD previously, that must be done first!)



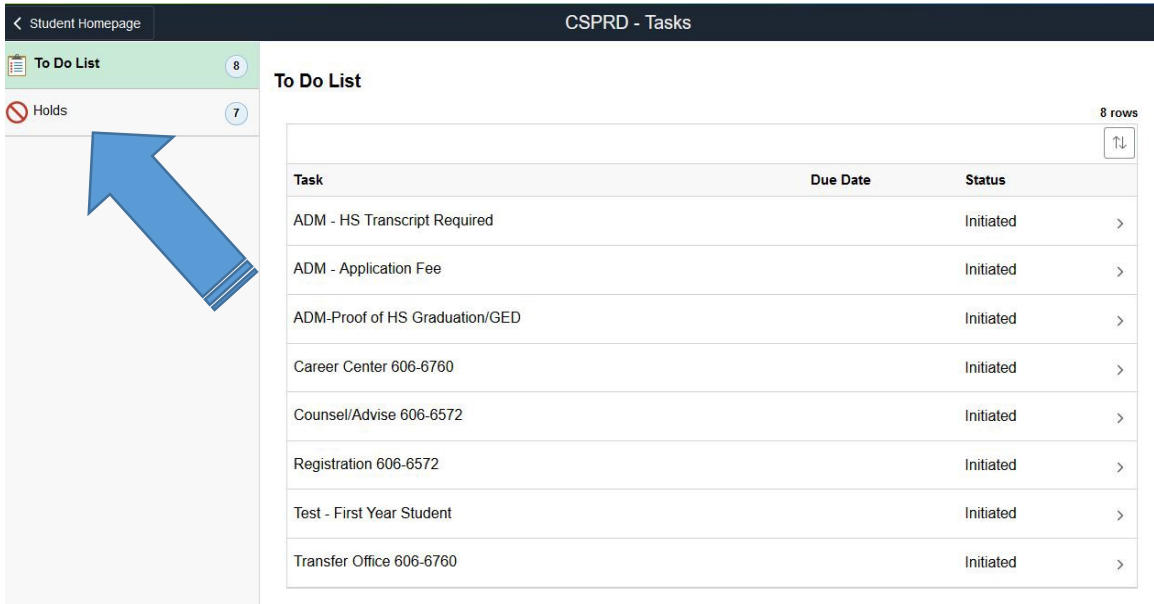
STEP 2:

Click on the “Tasks” Tile.



STEP 3:

Click on the “Holds”  button



STEP 4:

Here is where your Holds will be listed. Choose one to access more information pertaining to each hold.

Hold	Department
Bursar Hold	Administrative Services
COVID Vaccination Incomplete	Health Services
Immunization Incomplete Docs	Health Services
New Applicant Hold	Admissions
Past Due Balance TRH	Administrative Services

STEP 5:

The “Hold Details” will give you information on each hold and instructions on who to contact to remedy and remove the hold

Hold Details

Bursar Hold

Reason: Past Due Account

You have been blocked from registration, transcripts, and grades until your past due balance has been paid in full. Make a payment online or mail a check. You may contact the Bursar's Office at bursar@sunywc.edu, after the balance is paid to remove the hold.