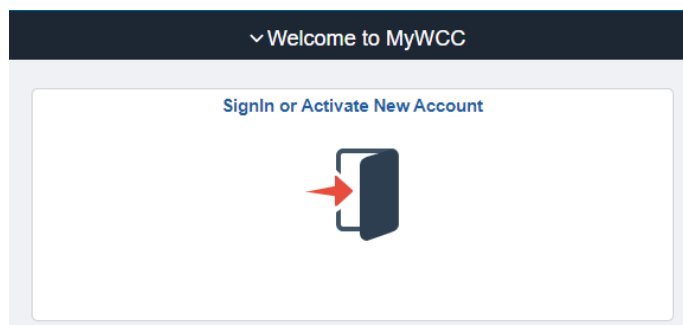# How to Make a Payment Online

If you need assistance or have any questions, please contact the Office of High School Partnerships at 914-606-6800 or 914-606-7253. We speak Spanish/Hablamos español.

Go to the **My**WCC Portal – **HTTPS://MYWCC.SUNYWCC.EDU** and click on the **SignIn or Activate New Account**
If your account has already been activated, please proceed to Page #2 and click on the Student Self-Service Center to continue.

Enter your **"User ID"** included in the registration email sent to you by HSpartner@sunywcc.edu and click on the **Activate My User ID.**

*Your **"User ID"** is the **first letter** of your **first name**, the **first four letters** of your **last name**, and the **last 5-digits** of your WCC ID number.*

Select two security questions and create your password.

Activate My Account

User ID:
Name:

In case you lose your password, please select two security questions and provide their answers which can be used later to confirm your identity.

Question 1:   -- select a question --
Answer 1:

Question 2:   -- select a question --
Answer 2:

Enter your password and type it again to confirm it.
Click here for the password policy.
Password:
Confirm Password:

continue >>

Password Policy

The following are the minimum requirements for your password:

Minimum Length	7
Maximum Length	25
Minimum # of Uppercase Characters	1
Minimum # of Lowercase Characters	1
Minimum # of Numeric Characters	1
Longest Sequence of Same Character	3
Minimum # of Unique Characters	3

Your password may not contain your user ID, first name or last name.

Attention Students: For Microsoft Live Email accounts the following ADDITIONAL restrictions apply:

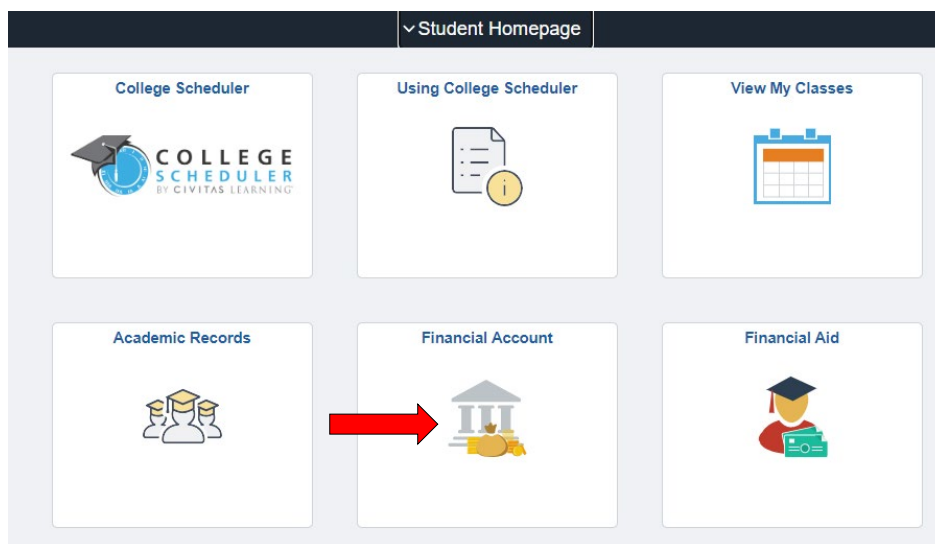|	
Maximum Length	16
Special Characters Allowed	` ~ ! @ # $ % ^ & * ( ) _ + - = { }	[ ] \ : " ; ' < > ? , . /

*After activating your account, please wait 45 minutes before logging in to make a payment.

Once you've successfully logged in with your User ID and Password, please click on the **Student Self Service Center** tile and you will see the following tiles:
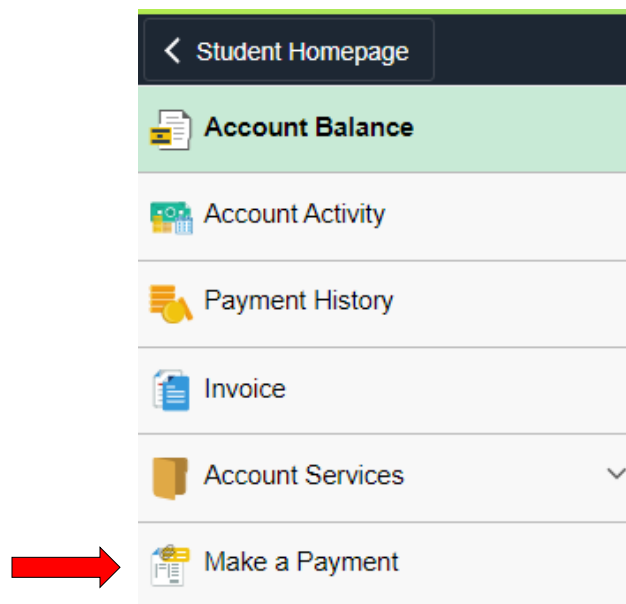
***For the survey questions, feel free to scroll down to opt out.**

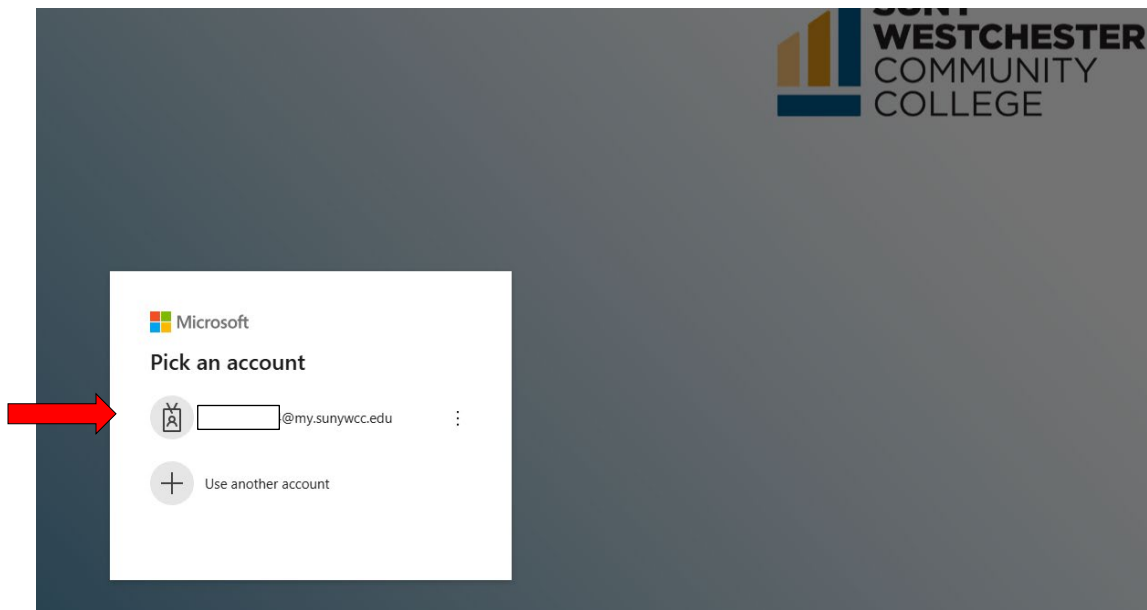Click **FINANCIAL ACCOUNT**

Click on **MAKE A PAYMENT**

Enter your **WCC Email address and your password**

* Your college email address is your MyWCC user ID with the ending @my.sunywcc.edu after it.
*Your email password is the same as your MyWCC password.

*After logging in with your WCC email address, you will be prompted to enter a phone number and email for authentication.

Click on **Make Payment**