

Student Services



Hello Test STUDENT,

Welcome to my.oldscollege.ca.

Academic Records

- **Application Status**
- Academic Transcript
- Attendance
- Program Completion Evaluation
- **Timetable**
- View Grades

Financial Records

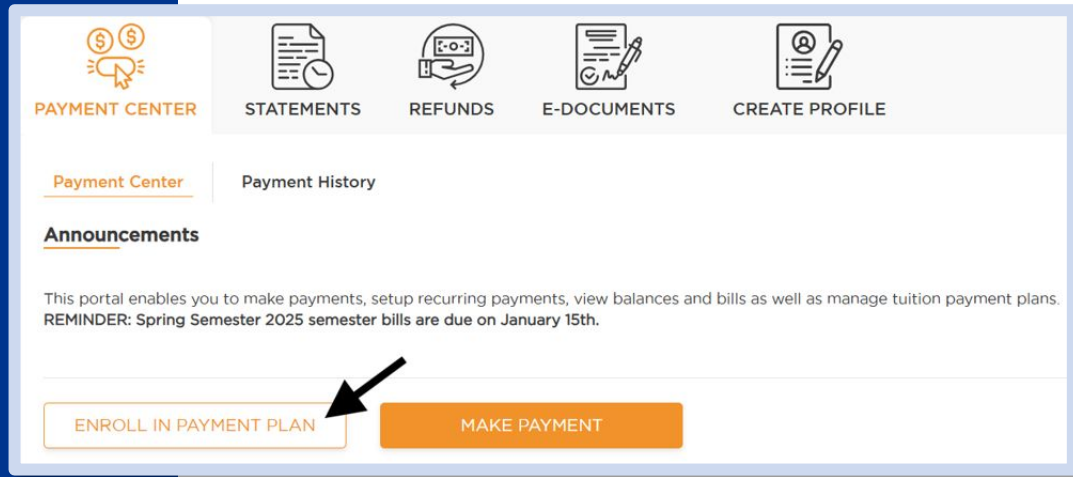
- Make a Payment, Payment Plans, Statements, Refunds | PayMyTuition
- Account Information - View Deposits and Holds
- Account Detail by Term
- T2202 Tax Credit Form



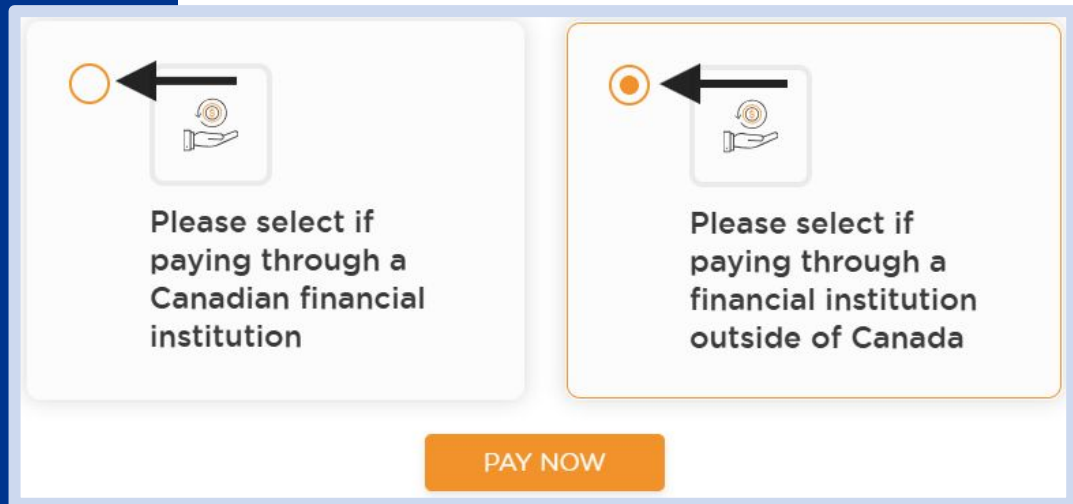
✓ Sign in at: **MyOldsCollege**

✓ Select “**Make a Payment, Payment Plans, Statements, Refunds | PayMyTuition**” from the menu.

If you are eligible to enroll in a Payment Plan, the 'ENROLL IN PAYMENT PLAN' button will be available in the PayMyTuition Payment Center.



- ✓ Within the PayMyTuition Payment Center, you can view Select the **ENROLL IN PAYMENT PLAN** button to begin the process.



Note: International Payers will be given the option to pay from a domestic bank, institution, or card, or from an international bank, institution, or card. Ensure you are making the right selection according to your source of funds.

Domestic students will not see this option and will move to step 3.

- ✓ Once you have selected your desired currency, if applicable, select the **PAY NOW** button.

Step 1: Select Plan

✓ The Payment Center will default the '**Select Term**' section to an eligible term for a Tuition Payment Plan. You can select the drop-down arrow to change the term you would like to enroll in a Tuition Payment Plan for (Usually, there is only one term available at a time).

✓ For a list of plans you are eligible to enroll in, review the available list. You can select the **Details** button to see a preview of plan details, such as the applicable term, down payment and setup fee requirements, payment frequency, etc.

NOTE: There is a required Setup Fee (non-refundable) and Down Payment in order to enroll in this plan.

✓ Once you've read through, select **SELECT** to continue, or select **CANCEL** to back out within the plan Details pop-up.

The screenshot shows the top navigation bar with icons for PAYMENT CENTER, STATEMENTS, REFUNDS, E-DOCUMENTS, and CREATE PROFILE. Below this is a progress bar with four steps: 1. Select Plan, 2. Schedule, 3. Payment Information, and 4. Agreement. The 'Select Plan' step is highlighted with a red circle. Below the progress bar is a 'Select Term' dropdown menu with 'Spring Semester 2025' selected.

The screenshot shows the 'Select Term' dropdown menu with 'Spring Semester 2025' selected. Below the dropdown is a table of available plans:

Plan Name	Setup Fee	Installments	Down Payment	Action
PMT Testing	\$35.00	4		DETAILS SELECT

The screenshot shows the 'PMT TESTING' details pop-up window. It displays the following information:

- Term: Spring Semester 2025
- Enrollment deadline: Jun 25, 2025
- Scheduled payments required?: Yes
- Setup fee: \$35.00
- Down payment: No
- Number of payments: 4
- Payment frequency: Monthly
- Late payment fee: \$ 25.00

At the bottom of the pop-up are two buttons: CANCEL and SELECT.

1 Select Plan 2 Schedule 3 Payment Information 4 Agreement

Eligible Charges and Credits

Description	Charges (\$)	Credits (\$)
Charges	\$ 10,999.75	
Payments		\$ 954.75

Balance: **\$ 10,045.00**

Down payment: \$0.00 Setup fee: \$35.00

CALCULATE

Payment Plan Schedule

Description	Due Date YYYY-MM-DD	Amount
<input checked="" type="checkbox"/> Setup Fee	2025-04-22	\$ 35.00
<input checked="" type="checkbox"/> Installment 1	2025-04-14	\$ 2,511.25
<input type="checkbox"/> Installment 2	2025-05-14	\$ 2,511.25
<input type="checkbox"/> Installment 3	2025-06-16	\$ 2,511.25
<input type="checkbox"/> Installment 4	2025-07-14	\$ 2,511.25

Total value of installments: **\$ 10,045.00**

Total due now: **\$ 2,546.25**

NEXT

ALERT ✕

Confirmation

I acknowledge that changes to my account balance for the term will result in changes to my future installment amounts.

NO **YES**

Step 2: Schedule

- ✓ This section will detail eligible charges and credits for the Payment Plan, along with an overall Balance.
- ✓ Down payment and setup fees will be available on this screen, if applicable to your plan.
- ✓ Select the **CALCULATE** button.
- ✓ Choosing the **CALCULATE** button will calculate your installments according to the Tuition Payment Plan schedule.
- ✓ Installments selected by default (**grey checkbox**) must be paid immediately to enroll in a plan.
- ✓ Installments that are not selected by default (**orange checkbox**) can be selected if you would like to add an additional amount to the required down payment, which will lessen the next installment amount.
- ✓ Details on the total value of installments and the total due now are available at the bottom of the schedule.
- ✓ Select **NEXT**.

NOTE: You will need to confirm that you acknowledge that changes to your account balance for the term will result in changes to your future installment amounts before proceeding.

Payment Details

Payment Method

Select Payment Method

Amount Payable

Interac e-Transfer Request

Convenience Fee

Pre-Authorized Debit

Online Bill Payment

Total Payable

Credit Card

Step 3: Payment Information

- ✔ This section will allow you to select your preferred Payment Method.
- ✔ **Students paying from a domestic bank, institution, or card:** Payment options include ACH payments from checking or savings account, and Credit Cards.
- ✔ Use the drop-down menu to select your preferred Payment Method.
- ✔ **If you select ACH as your Payment Method**, you will need to provide your Bank Details in the pop-up form, as seen beside.

ACH

Funding Account Zip Code

Funding account Zip Code*

Bank Account Type

Checking

Email Address

Email address*

Phone Number

Phone number*

YOUR NAME
YOUR STREET ADDRESS
YOUR CITY, STATE 12345

64-10610

Date

Pay to the order of

ROUTING NO

ACH ROUTING / TRANSIT NO

ACH RT DEPOSIT

ACCOUNT NO

CHEQUE NO

SUNTRUST

Memo

06 1000 104 1 2345678 0101

Dollars

Option to Save



Set this as your default payment method.

Save payment method as

Enter payment method name

CANCEL

ADD

- ✔ Prior to selecting the **ADD** button, select the option to set this as your default payment method for future installment payments. If no default payment method is selected, one will need to be enabled prior to your next installment due date.

Payment Options

Active Payment Options

☒ Chase Credit Card

Add New Payment Method

ADD NEW

NEXT



- ✓ If you select **Credit Card** as your **Payment Method**, you will need to provide your Credit Card Details in the pop-up form. Prior to selecting the **ADD** button, select the option to set this as your default payment method for future installment payments.
- ✓ If no default payment method is selected, one will need to be enabled prior to your next installment due date.
- ✓ Within the **Active Payment Options**, select your ACH or Credit Card account and select **NEXT**.
- ✓ Read through the entire **Payment Plan Agreement** and then check the box next to I agree to the Terms and Conditions.
- ✓ You will be required to provide an electronic signature before selecting **PAY NOW** at the bottom of the page.
- ✓ Your payment will be processed automatically, and you will be enrolled in the Payment Plan.

Agreement

The terms below apply to all sections of the Payment Plan. Payment Plans are valid for one semester only and incur a **non-refundable enrollment fee**.

1. Payment Schedule

1.1 Payment Commitment:
The student agrees to pay _____ for tuition, fees, and other related expenses according to the payment schedule outlined below.

1.2 Payment Due Dates:
The student shall make monthly payments on or before the **10th of each month**. For students enrolled in automatic payments (auto-draft) payments will process on the **10th of each month**.

1.3 Grace Period:
Each payment includes a grace period of **5 calendar days** from the due date, during which no late fees will be assessed.

1.4 Monthly Payment Amount:
The monthly payment amount is approximately 1/5, 1/4, 1/3, or 1/2 of the **total remaining tuition and fees after financial aid is applied**, based on the selected plan option. Payment amounts may adjust if additional charges, course changes, or financial aid adjustments occur.



1 Select Plan 2 Schedule 3 Payment Information 4 Payer Information 5 Student Information 6 Agreement

What country are you paying from?

United Kingdom

Make a payment

In USD, The amount you will be paying to Salt Lake Community College

35.00

- Pay your fees from any country, at any bank, in any currency!
- Don't overpay your bank on currency exchange. PayMyTuition will save you money!
- Track your payments from start to finish using PayMyTuition's student payment dashboard.
- Multilingual customer support to help you when you need us.

✓ Students paying from an international bank, institution, or card:

Payment options include Bank Transfers, Debit and Credit Cards, and e-Wallets.

✓ **What country are you paying from?** You will need to search for the country you are paying from using the drop-down menu.

✓ The **Make a payment** section will auto-populate the payment amount due for enrollment according to the calculations detailed in Step 2: Schedule.

Payment Options

- ☒ Bank Transfer in British Pound (GBP) 292.00 GBP
- ☐ Trustly Bank Transfer in British Pound (GBP) 292.00 GBP
- ☐ Visa - Debit or Credit in GBP 298.00 GBP
- ☐ Mastercard - Debit or Credit in GBP 298.00 GBP
- ☐ PayPal 303.00 GBP
- ☐ Pay in another currency

Bank Transfer

1. Bank transfer instructions

MTFX will provide you with instructions to pay 292.00 GBP to our tuition collections account.

2. Fund your transaction

Please make the transfer within **48 hours** via online banking or by visiting your bank in person.

3. Track & confirm your payment

MTFX will send you a confirmation upon receipt of your funds and once your payment has been processed by your school. This can take up to **72 hours** to complete.

NEXT

✓ **Payment Options** requires you to select your preferred method of payment.

✓ Once your preference is chosen, select **NEXT**.

The screenshot shows a payment process flow with six steps: 1. Select Plan, 2. Schedule, 3. Payment Information, 4. Payer Information, 5. Student Information, and 6. Agreement. Below the flow, a message states: "We require the following information to process your payment". The form includes an "Email address" field with a red information icon, and a "Who will be making this payment?" section with two radio buttons: "Student" (selected) and "Someone else".

- Students or payers paying from an international bank, institution, or card, will need to review information populated in the **Payer Information** section.

The screenshot shows the "Student Information" section with two columns of form fields. The left column includes: "First Name" (Jane), "Address 1" (1172 E Emerson Ave), "Country" (United Kingdom), "City" (Salt Lake City), and "Phone Number" (8014845622). The right column includes: "Last Name" (Doe), "Address 2", "Province/State", and "Postal/ZIP Code" (84105-2528). Small text below the first name and last name fields reads: "If a company or organization is paying, please enter the organization name in place of first name" and "If a company or organization is paying, please enter the organization name in place of last name".

- This section will auto-populate your email address, residential address, and phone number according to the information on your student profile.

The screenshot shows the "Identification of Student" section. It has three input fields on the left: "Identification type*", "Expiration date*", and "Identification number*". To the right, there is a large area for uploading identification. It includes a cloud icon with an upload arrow, the text "Please upload student identification", and a "BROWSE" button circled in red. Below the upload area, it says "Drag and drop files here to upload" and "Only JPG, JPEG, PNG and PDF files can be uploaded." Three black arrows point from the input fields to the upload area.

- Identification of Student** requires government-issued ID information and a copy of the respective government-issued ID for the student (or the payer if the payer is different than the student) to ensure there is no AML risk with your payment to **[Institution Name]**.

- Select **NEXT** at the bottom of the page to proceed.

Student information

Student ID
S00002606 ✓

Email address
[Redacted]

First name
Jane

Last name
Doe

Payment information*
▼

PREVIOUS NEXT



✓ The **student information** section will default according to the information on your student profile.

✓ Select **NEXT**.

Agreement

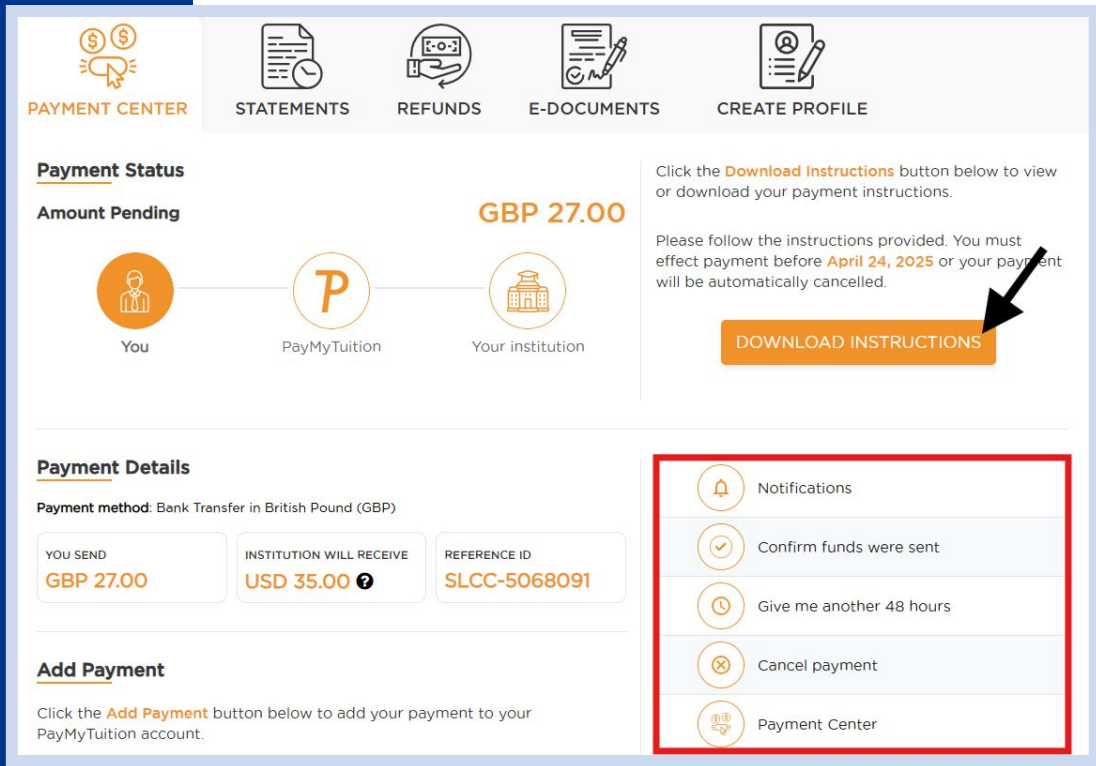
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The student agrees to pay _____ for tuition, fees, and other related expenses according to the payment schedule outlined below.
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Each payment includes a grace period of **5 calendar days** from the due date, during which no late fees will be assessed.
1.4 Monthly Payment Amount:
The monthly payment amount is approximately 1/5, 1/4, 1/3, or 1/2 of the **total remaining tuition and fees after financial aid is applied**, based on the selected plan option. Payment amounts may adjust if additional charges, course changes, or financial aid adjustments occur.



✓ Read through the entire **Tuition Payment Plan Agreement** and then check the box next to I agree to the Terms and Conditions.

✓ You will be required to provide an electronic signature before selecting **PAY NOW** at the bottom of the page.



- ✓ You will be taken to your Payment Center tracking dashboard.
- ✓ This dashboard allows you to view Payment Details, manage your transaction by adjusting Notifications, Confirming funds were sent, requesting an additional 48 hours on your rate, cancelling your payment, or accessing your Payment Center.

You will need to action on the **DOWNLOAD INSTRUCTIONS** button (for Bank Transfers) or the **PAY NOW** button (for Credit Card or e-Wallets) to retrieve payment instructions and complete your payment.

Once your payment is processed successfully, you will be

Note: When paying from an international bank, institution, or card, your installment payments will not be scheduled. You are responsible for completing your payments prior to the installment due date by accessing the PayMyTuition Payment Center.

Account Information

Make a pre-payment

Details	Amount (\$)
Summer 2025	\$0.00

Enrolled Payment Plan & Billing \$ 10,045.00

Description	Amount (\$)
Payment plan balance	\$ 10,045.00

[VIEW STATEMENTS](#) [MAKE PAYMENT](#)

Term Balances \$ 5,200.00

Description	Amount (\$)
Fall Semester 2024	\$ 5,000.00
Summer Semester 2024	\$ 200.00

TOTAL STUDENT ACCOUNT BALANCE / OUTSTANDING CHARGES \$ 15,245.00

Once your Tuition Payment Plan is set up, you will be able to view your plan on your Payment Center.



Account Information:

- a) Pre-payment options (if applicable).
- b) Tuition Payment Plan balance.



Term Balances: This will include ALL charges, even ones for other terms.

Balance Not Included in Plan: Any charges that aren't included in the automatic payments, such as Late Fees, or International Fees. You will have to pay these manually.

International Fees should be paid in full at the beginning of the term. Not doing so can cause late payments on your plan.



Scheduled Payments: View the upcoming payments on your plan, including the charge date and amount, as well as the saved payment method it will be charged to.

Enrolled Payment Plan

Due Date YYYY-MM-DD	Description	Status	Amount	Payment	Assessed Fee	Action
22-04-2025	Setup Fee	INITIATED	\$ 35.00	\$ 0.00	\$ 0.00	
23-04-2025	Installment 1	PENDING	\$ 2,511.25	\$ 0.00	\$ 0.00	PAY NOW
23-05-2025	Installment 2	PENDING	\$ 2,511.25	\$ 0.00	\$ 0.00	PAY NOW
23-06-2025	Installment 3	PENDING	\$ 2,511.25	\$ 0.00	\$ 0.00	PAY NOW
23-07-2025	Installment 4	PENDING	\$ 2,511.25	\$ 0.00	\$ 0.00	PAY NOW

****NOTE: An automatic payment cannot be cancelled the day of the scheduled payment.**