

How to View a Student Bill and Understand the Charges



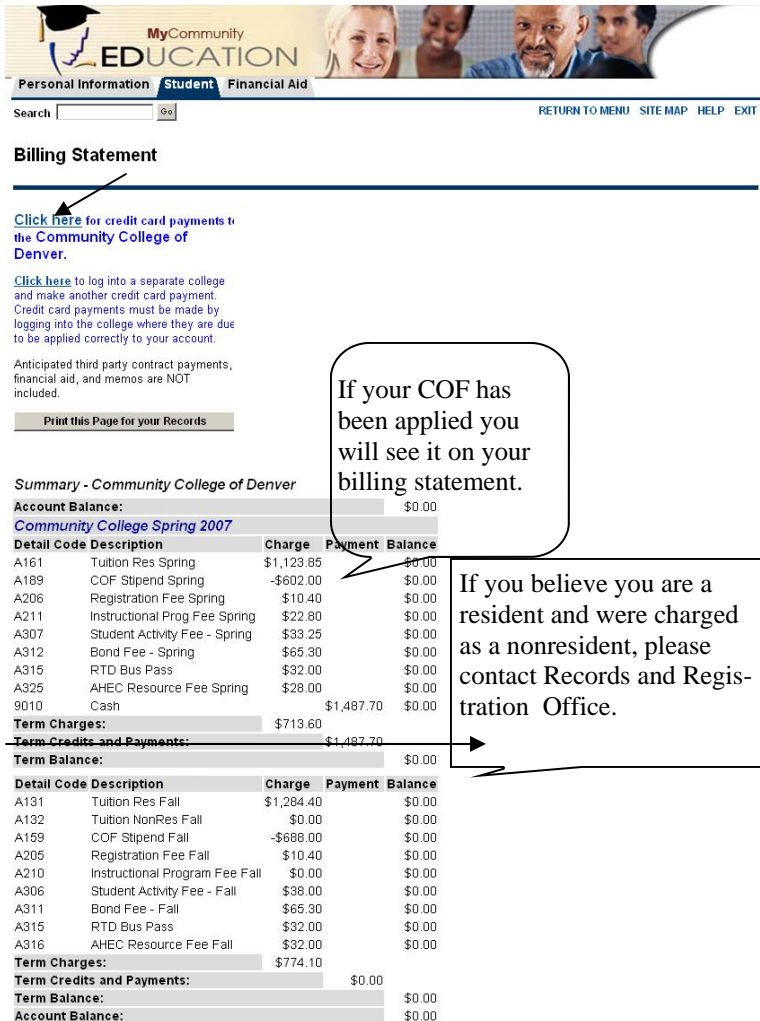
- 1) Go to www.ccd.edu
- 2) Go to **Links**
- 3) Click on **“MyCommunity Education”**
- 4) Click on **“Current Students”**
- 5) Enter you Student ID **“S”** number in the User ID field

-“S” must be in upper case when logging in

Enter your PIN (6 digits)

- 5) Click on **“Student Menu”**
- 6) Click on **“Registration Menu”**
- 7) Click on **“Billing Statement”**

If you had difficulty accessing your account, please refer to the quick guide: **How to Access CDD’s Student Account Online, MyED** or contact Record or Registration Office at 303-556-2420



Review Your Student Billing Statement

- 1) Read COF information at the top of the page. Then check your bill to see if COF has been applied “COF Stipend”. If not, refer to the quick guide: **How to Authorize your COF.**
- 2) Next review your bill for the semester to see if the charges are correct. If you are not sure contact the Cashiers Office at 303-556-2075.
- 4) Now it is time to pay your bill. You have several options:
 - Credit card payment from your billing statement.
 - Setup a CCD Promissory Note
 - Setup a FACTS payment plan
 - Or at the Cashiers Office SO 136J

To read more about CCD’s online options go to www.ccd.edu and click on “Financing Your Education” then click on “Tuition, Fees, and Payment” an then click on “Payment Options”. From here you can read more about the online options that is the best fit for you.

If you do not pay your “Term Charges” before payment deadline, you will be dropped from all your classes for the semester .

On the next page terms and fees defined:

Billing Statement Terms and Definitions

Term Charges: Refers to total of all the semester charges applied to your account. Review your billing statement once you have register for classes to see if your tuition charge is correct. (Many students do not fill out the residency questions on the admissions application correctly and are classified as nonresident and charged nonresident until they bring in requested documents to the Records and Registration Office in South Classroom 133.)

Term Credits and Payments: Refers to your payments which applied to your bill; payments made on your behalf like your employer or financial grants and loans that have been applied to your account.

Term Balance: Refers to the balance owed to CCD for the semester. Example: Your “term charges” are \$1,000 dollars and you paid \$500 dollars by credit card when you registered your “term balance” would be \$500 and you would see in “term credits and payments” \$500 was paid by credit card.

Account Balance: Refers to your total balance from all the semesters attended.

Fee Descriptions

Students at CCD’s Auraria Campus pay set fees that cover a variety of services and programs. CCD community campus students do not pay these fees. If you have questions regarding these fees contact the Cashier’s Office at 303-556-2075.

Auraria Bond Fee: Auraria Campus students voted to approve a fee to pay off the bonds that funded construction on the Tivoli Student Union, Auraria Early Learning Center, campus health physical education and recreation facilities. Students at all three Auraria institutions pay this fee.

RTD Bus Pass Fee: The Auraria Student RTD Pass covers fares for local bus service in the Denver-metro area, Light Rail and all Express or Express Regional services. With the pass, students get a \$3.75 discount on all SkyRide routes. The pass is for special services like the BroncosRide, RockiesRide, Access-a-Ride and Guaranteed Ride Home

Student Activity Fee: This fee supports CCD Student Life staff and programs, including Retention & Leadership, New Student Orientation and First Year Experience, CCD Student Government, The Community News, Student Handbook publication, child care scholarships, lending library, food bank, recreational activities, student events, Auraria Student Health Center, and Gay, Lesbian, Bisexual and Transgender Student Services.

Auraria Higher Education Center Resource Library Fee: This fee supports Auraria Library functions. **Clean Energy Fee:** This student-approved fee is for purchasing clean, renewable, electrical power for the Auraria Campus.

All CCD students pay the following fees.

Registration Fee: The Colorado Community College System charges a mandatory \$10.40 per semester registration fee to students at all 13 of its colleges. Note: if you drop all your classes for the semester you are still billed this non refundable \$10.40 fee.

Instructional Fees: CCD charges a \$5.70 per credit hour instructional program fee for high- and medium-cost classes. Other fees and charges may apply.

Always refer to CCD’s Semester Schedule for complete tuition and fees.