**Student Planning - Making a Payment**

Follow this tutorial to pay online using a credit card and to print out a statement for your account activity. If you would prefer to pay using a payment plan or other method, please visit the Payment Options page: [http://www.bucks.edu/admissions/accounts/pay/](http://www.bucks.edu/admissions/accounts/pay/).

1. Log into MyBucks, [https://portal.bucks.edu/](https://portal.bucks.edu/) and click the **Student Planning (Bucks Self Service)** link under Apps for Students.

2. After you’re logged in, click the Student Finance area.

3. Under the **Student Finance** menu, click the **Account Activity** area to see your current balance and a breakdown for all tuition and fees. You can also click **View Statement** if you need a printout of the account activity.
4. Under the **Student Finance** menu, click **Make A Payment** to view your current balance and to pay online using a credit card. Select or deselect items to make payments and enter specific amounts to pay as needed. Choose the drop down menu and choose a payment method (Visa, Mastercard, Discover, or American Express) and click **Proceed to Payment**.
5. The following page has a payment review. Click **Pay Now**.

6. You will be redirected to a payment website. Enter payment information and verify that everything is accurate to proceed.
Bucks County Community College
Tuition & Fees

PAYMENT INFORMATION > PAYER INFORMATION > REVIEW & SUBMIT > COMPLETE

Payment Amount
$500.00

Payment Method
New Card

Card Number
Expiration Date
Security Code

What is this?