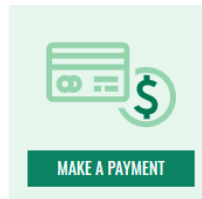


How to Make a Credit Card Payment

1. Begin by going to your [MyDC](#) homepage.
2. Select the **MAKE A PAYMENT** box on the right-side under Helpful Links.



3. Log-in to the Portal using your 9-digit student ID (beginning with 100) and password.

Please visit [IT Services](#) for password information.

If you have issues, please contact IT Services at 905-721-3333 option #1

4. Click **Continue** to be directed to an external payment site hosted by TouchNet.

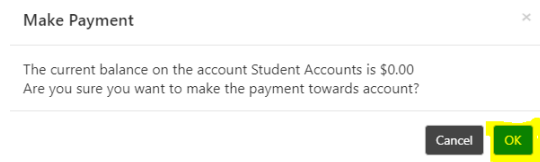
Please note: if you experience issues with TouchNet, ensure you are **NOT** using Internet Explorer.

5. Click **Make a Payment**

6. If your balance is \$0, please manually enter in the amount you are paying (please do not use commas or dollar signs [, \$] and press tab or click your mouse on any part of the screen. This will allow you to click **Continue**

Please note: We do not post the deposit/tuition amount to your student account. Please view the [Program Fee Calculator](#) to determine how much you owe. Fees are charged to your account when you register for your courses.

7. Click "OK" to the pop-up



8. Select payment method, continue, enter your card number, continue.