



## eBill & ePayPlan

### My WCC Gateway Billing & Payments Highlights

View current and past bills

Log on 7 days a week

Make a one-time payment by credit card or checking/savings account

Enroll in a payment plan to make payments more manageable

Add/change your credit card, checking, or savings account profile

Authorize parents or another user to view and/or make a payment

✔ Convenient method to pay for credit classes

✔ Automatic withdrawals from checking, savings, credit/debit card

✔ Bi-weekly, and monthly plans. Log into WCC Gateway – Account Summary to see details of plans currently available.

✔ Enroll early to spread payments out longer

✔ Authorize someone else to make payments for you

✔ Automatic emails sent when any changes occur to your account



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Facility access inquiries: Associate V.P. of Facilities, Development & Operations, PO 112, 734-677-5322

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## eBill Billing, Payments, Authorizations & ePayPlan Student Payment Plan

ENROLL IN A PAYMENT PLAN ONLINE  
THROUGH MY WCC GATEWAY



## How to Access your Account from [www.wccnet.edu/ebilllogin](http://www.wccnet.edu/ebilllogin)

- 1 Click "I am a Student"
- 2 Log into WCC Gateway using your netID and password
- 3 Select Account Summary
- 4 Click on tabs to access:
  - My Account – Account Activity, Statements, Payment History
  - Make a Payment
  - Payment Plans
  - Authorized Users
  - Payment Profile

Billing & Payments generates a new billing statement any time there is adding, dropping, or changing classes, getting or losing financial aid, fees added to your account, etc ... that results in a change to your account balance.

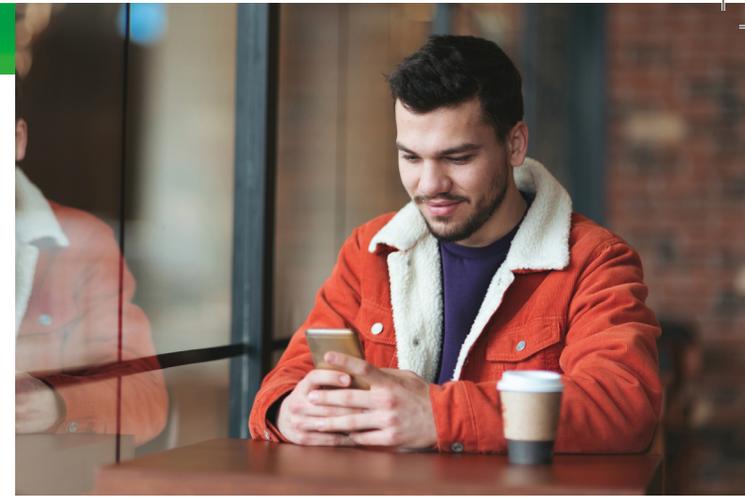
You will receive reminder notifications when your next payment is due if you are enrolled in ePayPlan and a notification if your payment plan amounts change.

## View the current payment plans

current payment plans are updated every semester and are available at [www.wccnet.edu/afford/pay-tuition/epay.php](http://www.wccnet.edu/afford/pay-tuition/epay.php)

## How to Enroll in ePayPlan

- Register for a credit class
- Login to "Gateway" [www.wccnet.edu/ebilllogin](http://www.wccnet.edu/ebilllogin) using your netID and password
- Select "Account Summary"
- Click on "Payment Plans" - system allows you to open each plan individually to view the details of each plan before selecting to enroll/sign-up for a ePayPlan
- Click on "Sign up for a Payment Plans" the follow the simple instructions
- Print out confirmation then click on "Payment Plan" and print out withdrawal dates



- \$25 per semester nonrefundable enrollment fee
- Changes to payment due dates cannot be made to epayment plan.
- If you miss your first payment date, you may be removed from the epayment plan. If you are removed before the 100% refund deadline, your classes may be dropped.
- When using bank accounts, a request for payment is sent to your bank at 8 AM on the payment date. Please make sure that funds are available.
- When using credit or debit cards, your card is charged at 1:30 AM on the payment date. Please make sure that funds are available.
- If you are changing a payment method, you must do so 10 days prior to your next payment due date.
- If you would like to be removed from your epayment plan, send a request to [epayplan@wccnet.edu](mailto:epayplan@wccnet.edu) or call 734-973-3620.
- The system will send automated emails to your WCC email to remind you of an upcoming installment and to tell you that a payment was completed successfully or was unsuccessful.
- A \$25 missed payment fee is added for any payment past the 5 day grace period.
- A \$25 missed payment fee is added for payments returned by your bank or credit cards rejected.
- If you add or drop classes, the system recalculates your remaining installment amounts automatically that night.

E-mail information is available at [www.wccnet.edu/resources](http://www.wccnet.edu/resources). You can forward e-mail to your personal account, but make sure that you add [billing@wccnet.edu](mailto:billing@wccnet.edu) to your contacts.

It is your responsibility to check your WCC e-mail on a regular basis.

## BILLING QUESTIONS:

Cashier's Office



[billing@wccnet.edu](mailto:billing@wccnet.edu)



734-973-7703

## PAYMENT PLAN QUESTIONS:

Coordinator of Student Payment Plans



[epayplan@wccnet.edu](mailto:epayplan@wccnet.edu)



734-973-3620