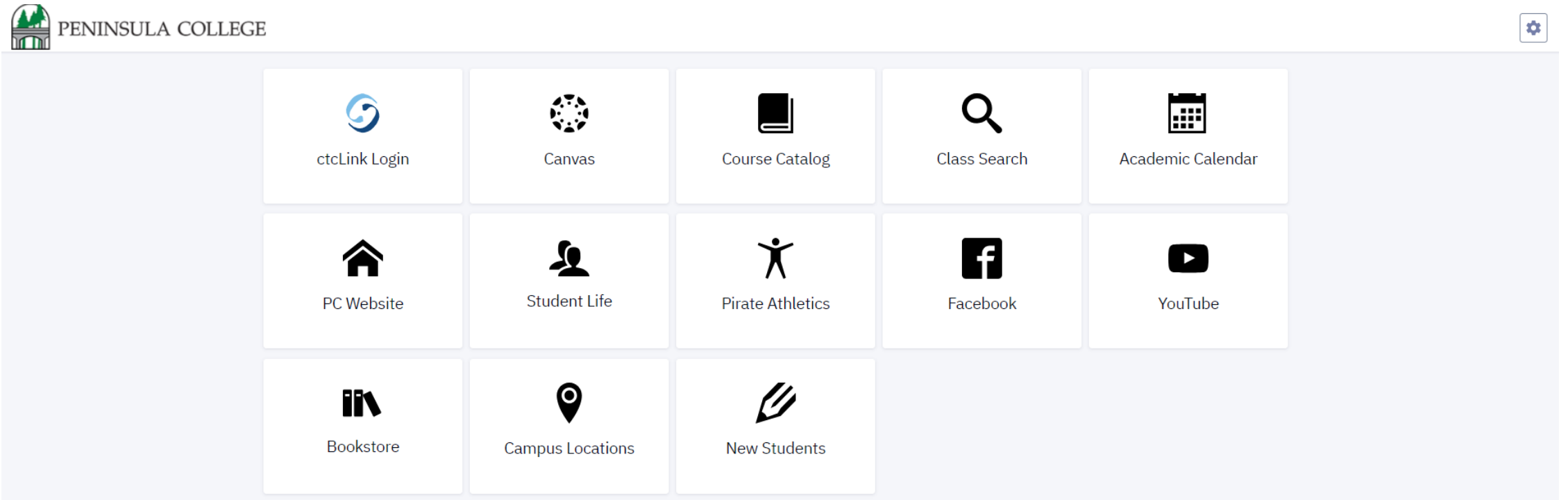# How to Make a Payment in ctcLink

This guide will show you how to make a payment in your ctcLink account.

PENINSULA COLLEGE

Proceed to ctcLink:

1. Open web browser and go to the ctcLink Mobile Site OR open the ctcLink app on your mobile device.

Navigate to ctcLink Login Portal:
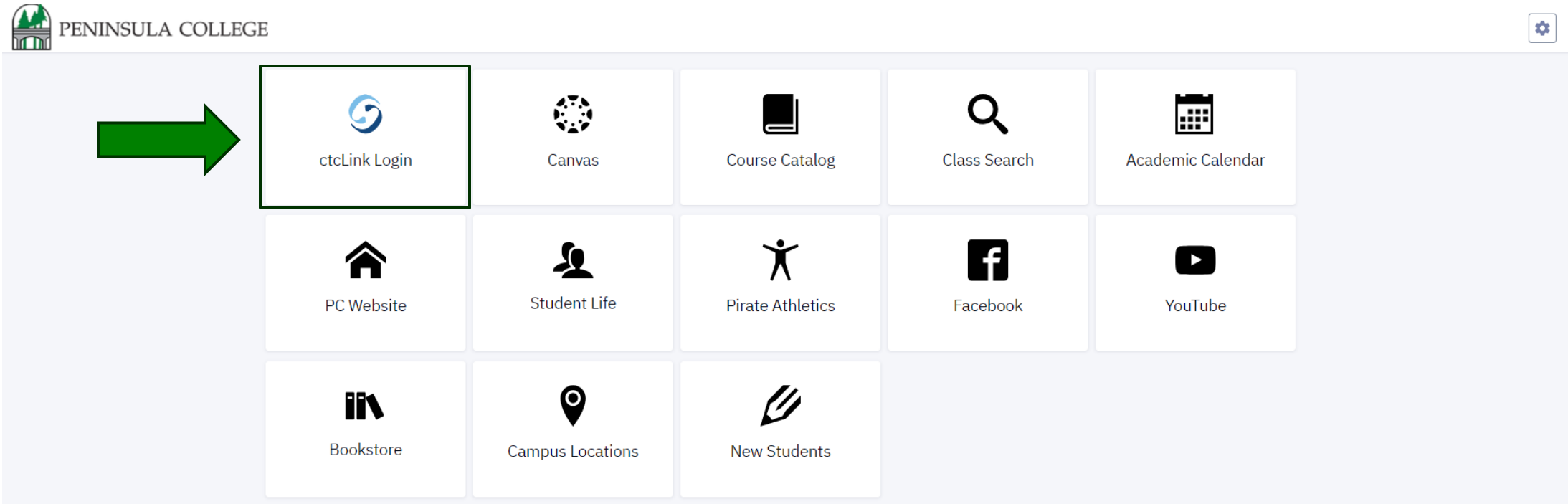
2. Select/Tap on the **ctcLink Login Tile.**
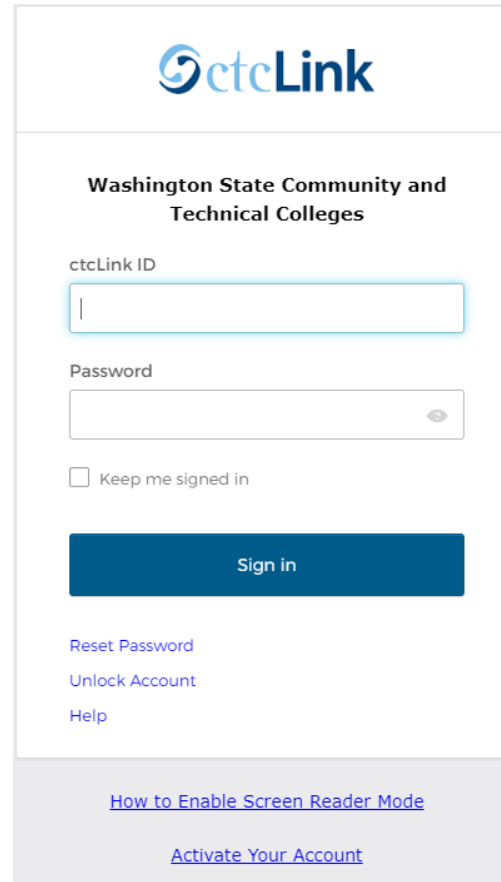
Log in to ctcLink:

3. Log in to ctcLink.

Expand Financials:

4. On the left, select **Financials** to expand the menu.

Select What I Owe:

5. Select **What I Owe** from list of options.

Review Outstanding Charges:

6. You will now see the list a summary of charges listed by term. Expand each term to view more details.

Select Make a Payment:

7. Select **Make a Payment**.

Enter Payment Amount:

8. Enter your payment amount, then select **Next**.

Make a Payment

Specify Payment Amount

This is a list of charges that you are allowed to pay online. Your other charges can be paid through the Cashiers office or mailed in separately.

Peninsula College

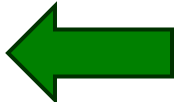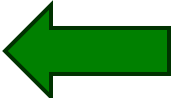| Item Description	Due Date	Item Term	Outstanding Charges	Payment Amount
Tuition	09/26/2024	FALL 2024	3,042.00	
Total	Due Date		3,042.00	

Pay Charges	Zero out all amounts	Calculate Grand Total

Currency used is US Dollar

Cancel	Next

Payment Summary

Description	Outstanding Charges	Payment Amount
Peninsula College	3,042.00	0.00

Currency used is US Dollar

Cancel	Next

PENINSULA COLLEGE

Make a Payment:

9. Select **Continue to Make Payment**.
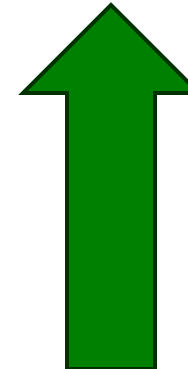
Enter Billing Information and Payment Details:

10. Enter the required fields, then click **Finish**.
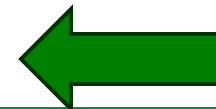
Confirm Payment Details:

11. If the information is correct, click **Submit**.
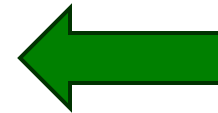
Success:

12. Done! Your payment is posted.

If you have any questions or need further assistance contact the IT Help Desk at (360) 417-6565 or helpdesk@pencol.edu