

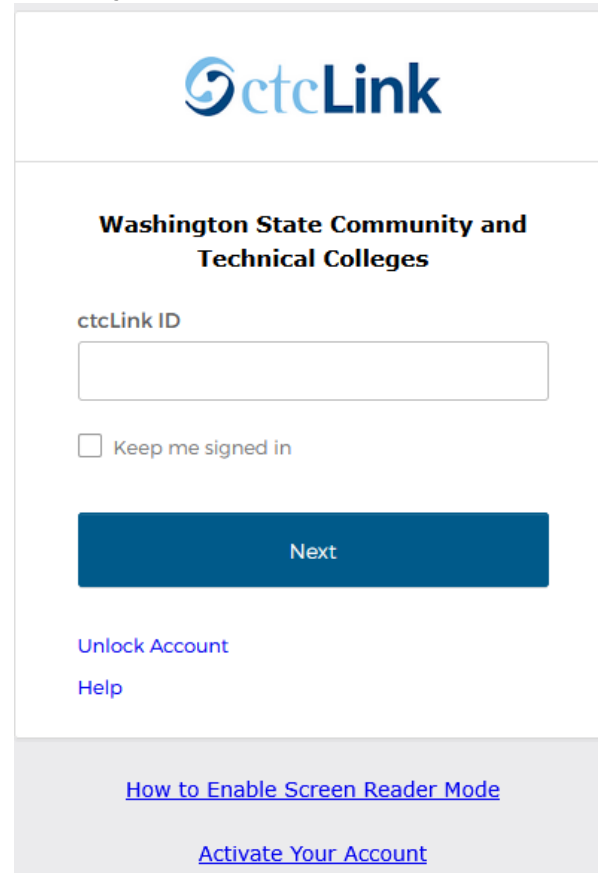
How to View Your Payment History in ctcLink

This guide will show you how to view your payment history in the full site version of ctcLink.



Proceed to ctcLink:

1. Open web browser and go to gateway.ctclink.us.



The screenshot shows the ctcLink login interface. At the top is the ctcLink logo. Below it, the text "Washington State Community and Technical Colleges" is centered. A label "ctcLink ID" is positioned above a text input field. Below the input field is a checkbox labeled "Keep me signed in". A large blue "Next" button is centered below the checkbox. At the bottom of the main content area are two links: "Unlock Account" and "Help". A footer section contains two more links: "How to Enable Screen Reader Mode" and "Activate Your Account".

ctcLink

**Washington State Community and
Technical Colleges**

ctcLink ID

☐ Keep me signed in

Next

[Unlock Account](#)

[Help](#)

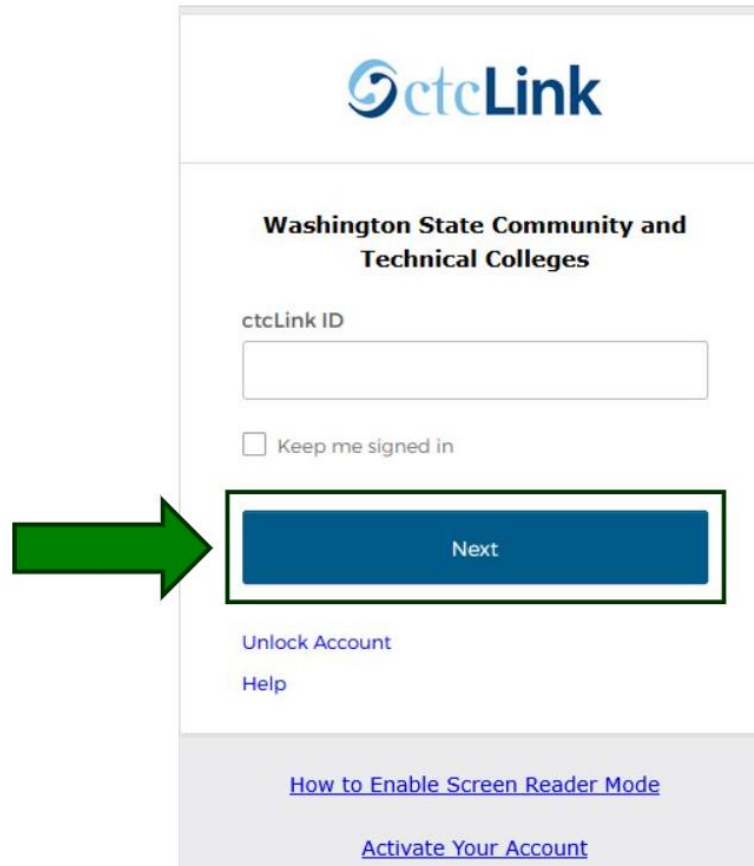
[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



Sign in:

2. Enter your **ctcLink ID number**. Click **Next**.



The screenshot shows the ctcLink sign-in interface. At the top is the ctcLink logo. Below it, the text "Washington State Community and Technical Colleges" is displayed. A label "ctcLink ID" is positioned above a text input field. Below the input field is a checkbox labeled "Keep me signed in". A large green arrow points to a blue button labeled "Next". Below the "Next" button are two links: "Unlock Account" and "Help". At the bottom of the page, there are two more links: "How to Enable Screen Reader Mode" and "Activate Your Account".

ctcLink

Washington State Community and
Technical Colleges

ctcLink ID

☐ Keep me signed in

Next

[Unlock Account](#)

[Help](#)

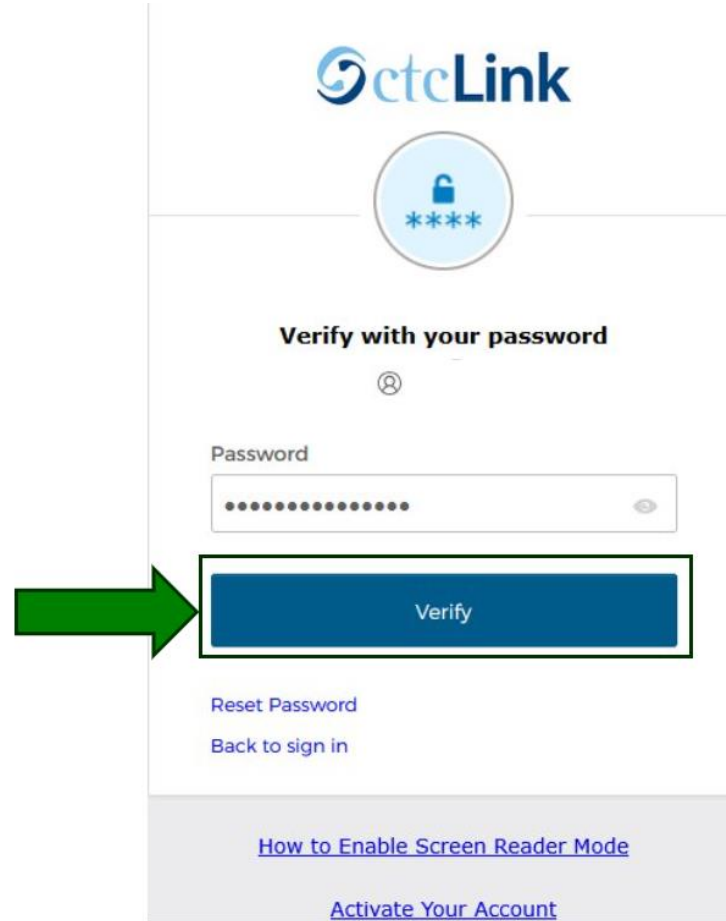
[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



Enter Your Password:

3. Enter your password. Click on **Verify**.



The screenshot shows the ctcLink login interface. At the top is the ctcLink logo. Below it is a circular icon with a padlock and four asterisks. The text "Verify with your password" is centered, followed by a small user icon. A password input field is shown with a label "Password" and a series of dots for the password. Below the input field is a blue "Verify" button, which is highlighted by a green arrow. At the bottom of the form are links for "Reset Password" and "Back to sign in". A footer section contains links for "How to Enable Screen Reader Mode" and "Activate Your Account".

ctcLink

Verify with your password

Password

Verify

[Reset Password](#)

[Back to sign in](#)

[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



Verify It's You:

4. Follow the prompts to verify it's you with a security method.



Verify it's you with a security method

Ⓔ

Select from the following options

	Email	Select
	Phone	Select

[Back to sign in](#)

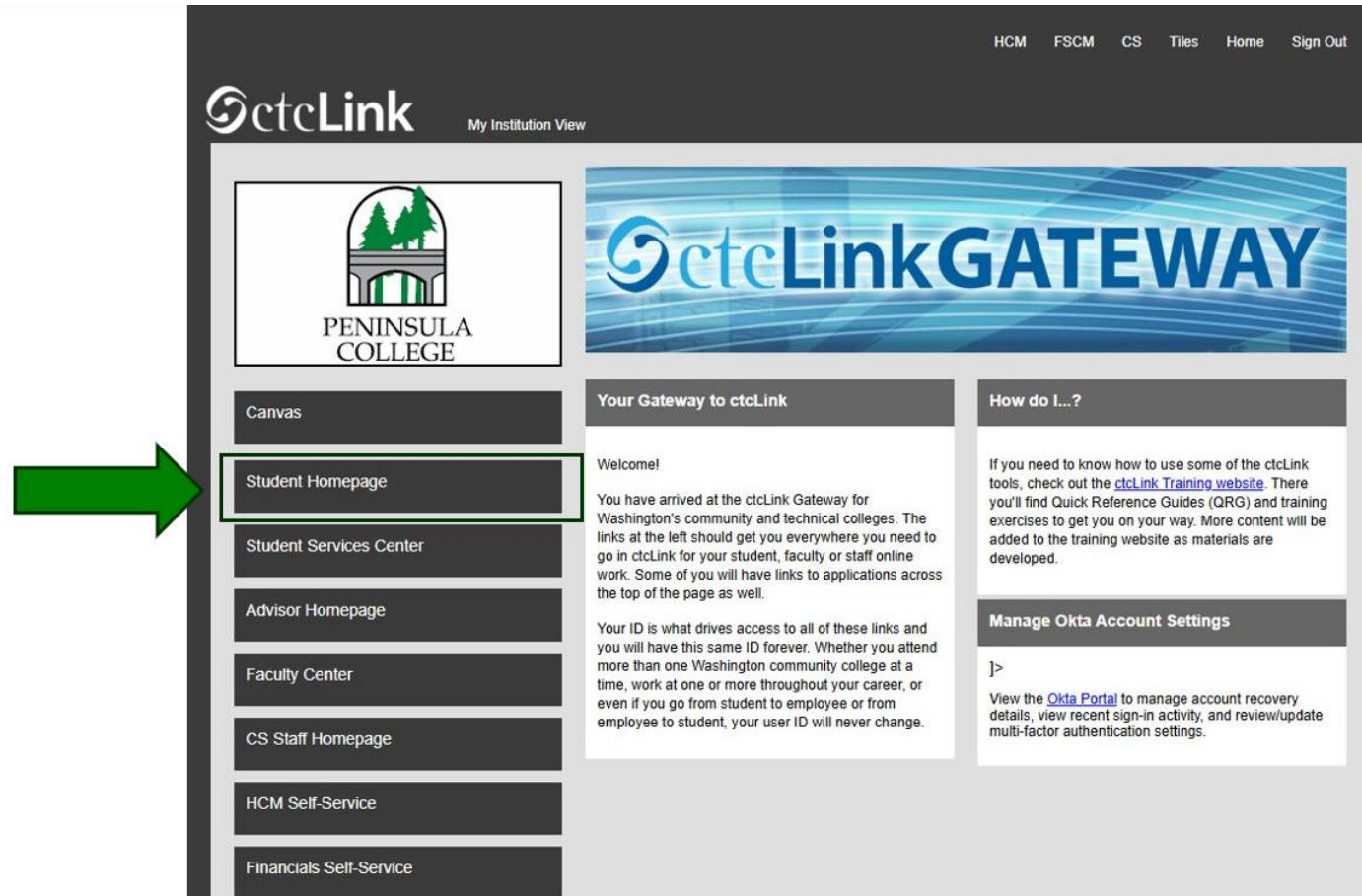
[How to Enable Screen Reader Mode](#)

[Activate Your Account](#)



Open Your Student Homepage:

5. Click on **Student Homepage**.



The screenshot shows the ctcLink Gateway interface. At the top right, there are links for HCM, FSCM, CS, Tiles, Home, and Sign Out. The ctcLink logo and "My Institution View" are at the top left. Below the logo is the Peninsula College logo. A green arrow points to the "Student Homepage" link in the left sidebar. The main content area has a "Your Gateway to ctcLink" section with a welcome message and a "How do I...?" section with a link to the Okta Portal.

ctcLink My Institution View

HCM FSCM CS Tiles Home Sign Out

PENINSULA COLLEGE

Canvas

Student Homepage

Student Services Center

Advisor Homepage

Faculty Center

CS Staff Homepage

HCM Self-Service

Financials Self-Service

Your Gateway to ctcLink

Welcome!

You have arrived at the ctcLink Gateway for Washington's community and technical colleges. The links at the left should get you everywhere you need to go in ctcLink for your student, faculty or staff online work. Some of you will have links to applications across the top of the page as well.

Your ID is what drives access to all of these links and you will have this same ID forever. Whether you attend more than one Washington community college at a time, work at one or more throughout your career, or even if you go from student to employee or from employee to student, your user ID will never change.

How do I...?

If you need to know how to use some of the ctcLink tools, check out the [ctcLink Training website](#). There you'll find Quick Reference Guides (QRG) and training exercises to get you on your way. More content will be added to the training website as materials are developed.

Manage Okta Account Settings

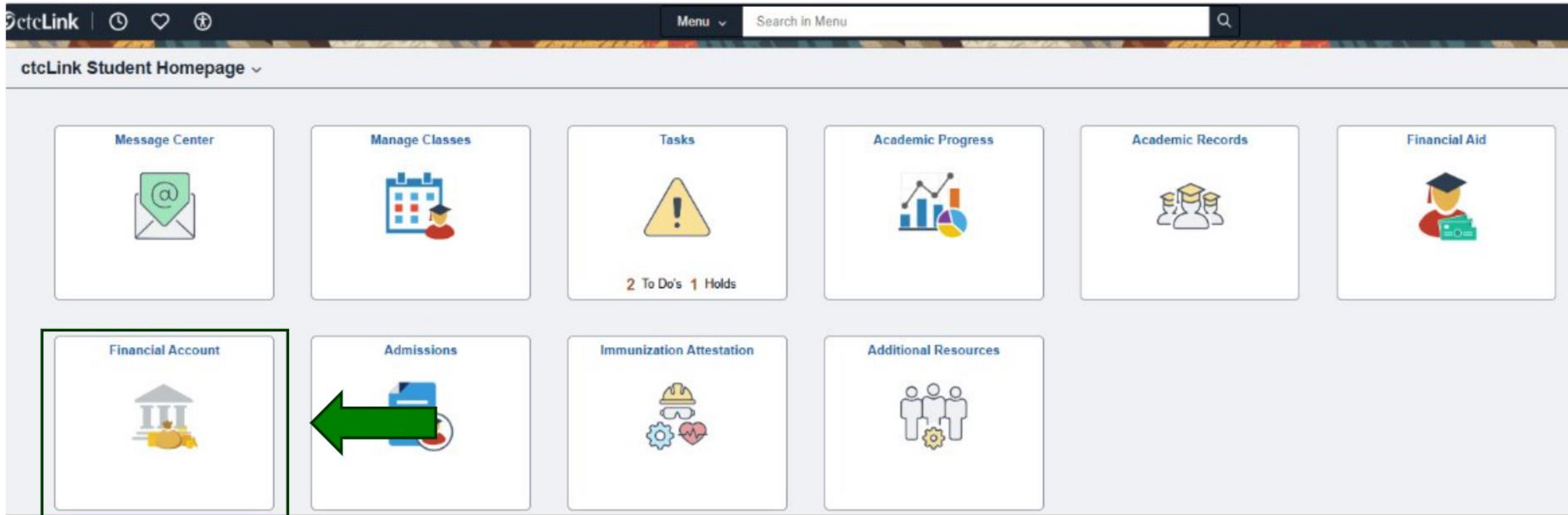
>

View the [Okta Portal](#) to manage account recovery details, view recent sign-in activity, and review/update multi-factor authentication settings.



Select Financial Account:

6. Select the **Financial Account** tile.



Review Your Payments:

7. Click on **Payments**.

Account Balance

Account Balance

Due Now 1,838.27

Currency used is US Dollar

Charges

Payments

1098-T

Payment P

Other Account Activities

What I Owe

Term	Charges & Deposits	Total Due
WINTER 2026	1,838.27	1,838.27
Total	1,838.27	1,838.27

Currency used is US Dollar



Select Payment History:

8. Select Payment History.

Account Balance

Account Balance

Due Now 1,838.27

Currency used is US Dollar

Charges

Payments

Payment History

Make a Payment

1098

Payment Plans

Other Account Activities

What I Owe

Term	Charges & Deposits	Total Due
WINTER 2026	1,838.27	1,838.27
Total	1,838.27	1,838.27

Currency used is US Dollar



View Payment History:

9. Confirm payment history. Select a row to view more details. Select the **Filter** icon to view payments over 90 days old.

Payment History

Account Balance

Due Now 1,838.27

Currency used is US Dollar

Charges

Payments

Payment History

Make a Payment

1098-T

Payment Plans

Other Account Activities

Payment Details

Date Posted	Description	Business Unit	Amount	
01/22/2026	Credit Card Payment	Peninsula College	945.00	>
01/09/2026	Credit Card Payment	Peninsula College	945.00	>
12/12/2025	Credit Card Payment	Peninsula College	945.00	>
11/17/2025	Credit Card Payment	Peninsula College	945.00	>
10/10/2025	Credit Card Payment	Peninsula College	995.00	>

Currency used is US Dollar



Filter:

10. Select a **From Date** and **To Date** to view payments more than 90 days old. Select **Done**.

Payment History

Account Balance
Due Now 1,838.27
Currency used is US Dollar

Charges

Payments

Payment History

Make a Payment

1098-T

Payment Plans

Other Account Activities

Payment Details

Date Posted	Description	Business Unit	Amount
01/22/2026			945.00
01/09/2026			945.00
12/12/2025			945.00
11/17/2025			945.00
10/10/2025			995.00

Currency used is US Dollar

Filter

Cancel

From Date 09/27/2024

To Date 03/27/2026

Reset

Done



11. Review Payment History.

Payment History					
Account Balance Due Now 1,838.27 Currency used is US Dollar Charges Payments Payment History Make a Payment 1098-T Payment Plans Other Account Activities	Payment Details				20 rows
	Date Posted Description Business Unit Amount				
	07/31/2025 Credit Card Payment Peninsula College 997.34				>
	07/08/2025 Credit Card Payment Peninsula College 997.33				>
	06/05/2025 Credit Card Payment Peninsula College 997.33				>
	05/07/2025 Credit Card Payment Peninsula College 997.34				>
	04/30/2025 PenCol Employee Tuition Progra Peninsula College 20.00				>
	04/09/2025 Credit Card Payment Peninsula College 997.33				>
	03/11/2025 Credit Card Payment Peninsula College 997.33				>
	02/18/2025 Paid by: Peninsula College Peninsula College 20.00				>
	02/18/2025 Paid by: Peninsula College Peninsula College 20.00				>
	02/06/2025 Credit Card Payment Peninsula College 997.34				>
	01/13/2025 Credit Card Payment Peninsula College 997.33				>
	12/05/2024 Credit Card Payment Peninsula College 982.67				>
	10/29/2024 Credit Card Payment Peninsula College 1,012.00				>
	10/02/2024 Credit Card Payment Peninsula College 1,047.33				>



Success:

12. Done! You have reviewed your payment history.



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

