**STEP #3 – Pay Tuition/Fees**

Students should view their student account (tuition/fees) information on CampusConnection. The tuition payment deadline is found on the enclosed Semester Calendar.

**HOW MUCH DO I PAY?**
1. Log on to the CampusConnection Portal

**In the menu on the left:**
2. Click **Student Center**

**Under Finances:**
Account Summary will display total amount owed.

**To obtain printable account details:**
1. Click **Account Summary**
2. Choose **Institution** from the drop down menu
3. Choose **Account Term** from the drop down menu
4. Click **Continue**

**To obtain account details:**
1. Click on **Account Inquiry**
2. Choose **Activity** from the menu at the top of the page.

**Note:** Account Activity can be viewed by specific Institution and/or term.

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**Tuition and Fees**

Tuition and fees must be paid in full before a student is considered officially enrolled. The student and the student’s parent or legal guardian are responsible for all costs. Failure to comply will result in late fees.

**Payment Acceptance**
BSC begins accepting payment of tuition/fees for the Fall semester approximately the first week of August and approximately the last week in December for the Spring semester.

**HOW DO I MAKE PAYMENT?**
Online payment can be made by check, check card, or credit card.
1. Log on to the CampusConnection Portal

**In the menu on the left:**
2. Click **Student Center**
3. Click **Pay Online Now**

   *Please wait while the page loads.*

4. Choose **Make a Payment** under **Current Account Status.** If attend(ed) multiple campuses, choose Bismarck from the drop-down menu.

5. Click **Go**

**To make a payment:**
6. Click **Pay** in the action column on the right side of the screen.
7. Select the payment method from the drop down menu.
8. Click **Go**
9. Complete the payment options
10. Click **Continue**
11. Click **Submit Payment**

**NOTE:** Payment confirmations and emails must be maintained by the student for payment verification, as we are unable to duplicate this information and provide it at a later date.