

## How to Sign-up for BSCC Payment Plan

**Step 1:** Go to [www.bscc.edu](http://www.bscc.edu) and **click “OneACCS”** at the top right, next to “LIVE CHAT”



**Step 2:** Log into OneACCS using credentials based on the example below

- Janice Doe, whose A-number is A08765432, and whose date of birth is 11/25/2001.
- Username: First initial (j) + full last name (doe) + last four digits of A-number (5432) followed by @ student.bscc.edu
  - SAMPLE USERNAME: [jdoe5432@student.bscc.edu](mailto:jdoe5432@student.bscc.edu)
- Password: “BSCC” (all caps) + 6 digit DOB (112501)
  - SAMPLE PASSWORD: **BSCC112501**

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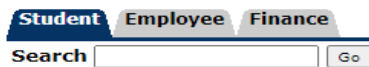
Sign in to your account

Sign In

Remember me on this computer

**Step 3:** You are now directed to the OneACCS student portal home page. **Click on the “Student” tab.**

**Step 4:** Several options will appear under the student tab. **Click on “Student Landing Page”.**



## Student

### [Student Landing Page](#)

This is the entry page for Banner Student. From here, you can navigate to Registration, Student Records, Financial Aid and Student Accounts.

### [What is my ID \(A-number\)?](#)

What is my ID (A-number)?

### [Degree Works](#)

View your degree progress in Degree Works

**Step 5:** You will be redirected to the Student Services Landing Page. Under the “Student Account” section, click on **“Make a Payment”**.



This is the entry page for Banner Student. From here, you can navigate to the following pages depending on your role at Bevill State Community College:

#### Student Records:

- Personal Information
- Student Profile
- Registration
- View Grades
- Transcript - Unofficial
- Transcript - Order Official Request

#### Financial Aid:

- Financial Aid Dashboard

#### Student Account:

- Make a Payment
- Enroll in Direct Deposit
- 1098-T Tax Form
- Account Information

**Step 6:** You are now on the Student Account page. You will click on **“Enroll in Payment Plan”**.

**Step 7:** You are now on the **“Payment Plan Enrollment”** page. You will **“Select Term”** and click **“Select”**. Once you click on Select it will give you the plan options. **(There is a \$40 Setup Fee added to a students account.) (The down payment and installments depend on the date you sign up.)**

Select Term

Plan Name	Setup Fee	Required Down Payment	Installments	Action
Summer 2022 Payment Plan 2	\$40.00	50%	2	<input type="button" value="Details"/> <input type="button" value="Select"/>

**Step 8:** This page will show you a breakdown of your payments. You will choose your automatic payment option and then click **“Continue”**.

Description	Charges(\$)	Credits(\$)
Summer 2022	501.00	
Summer 2022 (Estimated Aid)		369.00
<b>Balance: 132.00</b>		

Required down payment	<input type="text" value="66.00"/>
Additional down payment	<input type="text" value="0.00"/>

The payment plan schedule provided below only includes charges and credits that are eligible for the payment plan. Any additional amounts owed as reflected below will need to be paid separately. You may make a payment toward the amount not included in the plan after enrolling in the plan.

You owe an additional **\$0.00**

Description	Due Date	Amount(\$)
Setup fee	Due now	40.00
Down payment	Due now	66.00
Installment 1	6/15/22	33.00
Installment 2	6/27/22	33.00
<b>Total of installments:</b>		<b>66.00</b>
<b>Total due now:</b>		<b>106.00</b>

**Set up Automatic Payments**

Would you like to set up payments to be made automatically on the dates shown above?

Yes, I want to set up my payments. Let me choose the payment method that will automatically be used to make a payment on each due date.

No, I don't want to set up payments. I will come back and make each payment on or before the due date.

**Step 9:** The **“Payment Plan Enrollment”** page will be where you select your payment option and enter in your credit card number or bank information. Once you have completed this step you will click **“Continue”**.

### Payment Plan Enrollment

Select — Schedule — Payment — Agreement

- You must pay the plan fees before enrollment can be processed.
- You will be responsible for making installment payments on time, through this system, in person, or via mail.

Amount: \$106.00  
Method: Select Method

Back Cancel Continue

**Electronic Check** - Payments can be made from a personal checking or savings account.  
**Debit and Credit Card** - We accept the following credit and debit cards.

VISA MasterCard DISCOVER BCard American Express

**Step 10:** The following page you will verify all your information and accept terms and conditions.

If you have any issues with completing your online payment plan, please contact one of our Campus Business Offices.

Fayette Campus: (800) 648-3271 ext. 5110

Hamilton Campus: (800) 648-3271 ext. 5319

Jasper Campus: (800) 648-3271 ext. 5714

Sumiton Campus: (800) 648-3271 ext. 5203