

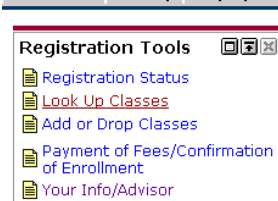
Confirmation of Enrollment – Who must confirm?

You must pay **AND CONFIRM ENROLLMENT** no later than August 12, 2010 in order to maintain the classes for which you registered. If you do not, you will be removed from your classes. If you register for a Fall term class after August 12, 2010, **you must pay at the time of registration** or you will be removed from the class.

- Students may pay in full using credit/debit card, cash, or check. Payments may be made online as outlined below or paid to any campus cashier. If you pay in full with credit/debit card, cash, or check, **confirming enrollment will not be necessary as this will be done automatically when the payment in full is posted to your student account.**
- Loans, grants, scholarships, state or federal vocational rehabilitation, or any other type of financial aid may pay your account in full; **however**, you still **must confirm enrollment** no later than August 12, 2010 to hold your class schedule.
- Loans, grants, scholarships, state or federal vocational rehabilitation, or any other type of financial aid may pay only a portion of your account; **you must pay the remaining balance in full by August 12 (or at the time of registration if after August 12) or enroll in the Deferred Payment Plan** to confirm enrollment and remain enrolled in your classes.
- **Please note that reviewing your class schedule does not confirm enrollment; you MUST select the *Confirm Enrollment* option.** If your account balance is not \$0.00 or a credit balance, **you must pay your account balance or enroll in the Deferred Payment Plan in order to confirm.**

TO CONFIRM ENROLLMENT

1. At www.dsc.edu, click MyDSCC.
2. Log in with your User name and Password.
3. Click on the Student Tab.
4. Under **Registration Tools**, click on **Enrollment Confirmation/Payment of Fees**.



5. Select Term (Fall 2010), then click submit.
6. If you will be attending the Fall 2010 semester Click on **Yes, I will attend during Fall Term 2010** and wait for a confirmation number.
7. If you do not get a confirmation number, you have a balance due and the system will automatically re-direct you to your student account activity page. Students with partial financial aid **are not considered confirmed** until the balance is paid in full.

TO PAY BY CREDIT CARD (Enrollment is confirmed when you pay in full)

1. At www.dsc.edu, click MyDSCC.
2. Log in with your User name and Password.
3. Click on the Student Tab.
4. Under Registration Tools, click on Enrollment Confirmation/Payment of Fees.

5. Select Term (Fall 2010), then click submit.
6. Yes, I will attend during Fall Term 2010. Click on Continue; you will then be taken to your student account activity page.
7. Select Recent Account Activity and then Make a Payment.
8. Click on Pay or Make a Payment.
9. Follow payment directions.

TO PAY IN PERSON by Cash, Check, or Credit Card

Payments will be accepted at the Business Office in the Eller Administration Building or at the One Stop Center in Dyersburg, at the DSCC Gibson County Center and at the DSCC Jimmy Naifeh Center at Tipton County during regular office hours (8:00 a.m. to 4:30 p.m. Monday through Friday) or online at www.dsc.edu. In order to hold the seat in the class for which you registered, you must pay the balance due **on or before August 12, 2010 OR at the time of registration, if after August 12, 2010.**

Mail – Mail your check payable to DSCC to the DSCC Business Office, 1510 Lake Road, Dyersburg, TN 38024. **Your payment must be received by August 12, 2010, or you will be removed from your classes.**

Web Payment

At www.dsc.edu, click MyDSCC.

Log in with your User name and Password.

On the **Student** tab, click **Banner Self Service**.

Then click the **Student** link.

Click on **Student Account**.

Select **Continue**. You will be taken to the bill payment system.

Select **Recent Account Activity** and then **Make a Payment**.

Click on **Pay** or **Make a Payment**.

Follow payment directions.

Deferred Payment Plan

Students may enroll in the Deferred Payment Plan during Fall and Spring terms. To enroll, you pay a down payment of at least 50% of your account balance plus a \$10.00 deferred plan service fee. The remaining account balance will be deferred, at 0% interest, and will be payable in two monthly installments. The first installment is due on or before September 27, 2010. If this payment is not paid when due, you agree to pay a \$25.00 late payment charge. The second installment is due on or before October 27, 2010. If this payment is not paid when due, you agree to pay a \$25.00 late payment charge. If your installments are not paid as agreed, you agree that your account may be assessed up to \$100.00 per term.