



# Vancouver Community College

Payments from Canada.



# How to create an account

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# Fill in the parameters to create an account and confirm account via email

## Manage Your Vancouver Community College Account

Login to manage your Vancouver Community College account.

E-mail Address

Password

[Forgot Password?](#)

Log In

Create New Account

## Account Created



### Next Step: Activate Your Account

To activate your account, please click the link in the email we just sent to you.

Didn't receive the account activation email? Check your spam folder.

# Enter the amount you would like VCC to receive

## What Would You Like To Pay?

<input checked="" type="checkbox"/>	Bill	\$0.00
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Amount To Pay	0.00
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[Nevermind, I don't want to pay this](#)

**Total: \$0.00**

Continue

# Choose between card or bank direct debit

How Would You Like To Pay?

Bill:	\$1,000.00
Total:	\$1,000.00

**+** Add New Direct Debit Bank Account ➤  
*no service fee*

**+** Add New Credit/Debit Card ➤  
*will include 1.5% (\$15.00) service fee*

Total: **\$1,000.00**

[Continue](#)


[Go Back](#)

Please note that a service fee is added to all card payments.


# Complete your payment method details

Cardholder's first name

Cardholder's family name

Card number 


Expiry date (MM/YY)

CVV 


**NEXT**


## How Would You Like To Pay?


Bill:	\$1,000.00
<b>Total:</b>	<b>\$1,000.00</b>

**+ Add New Direct Debit Bank Account**   
*no service fee*

Name

Institution Number 

Transit Number 


Bank Account Number 

Confirm Bank Account Number

Address 1

City

Phone Number

**+ Add New Credit/Debit Card**   
*will include 1.5% (\$15.00) service fee*

**Total: \$1,000.00**

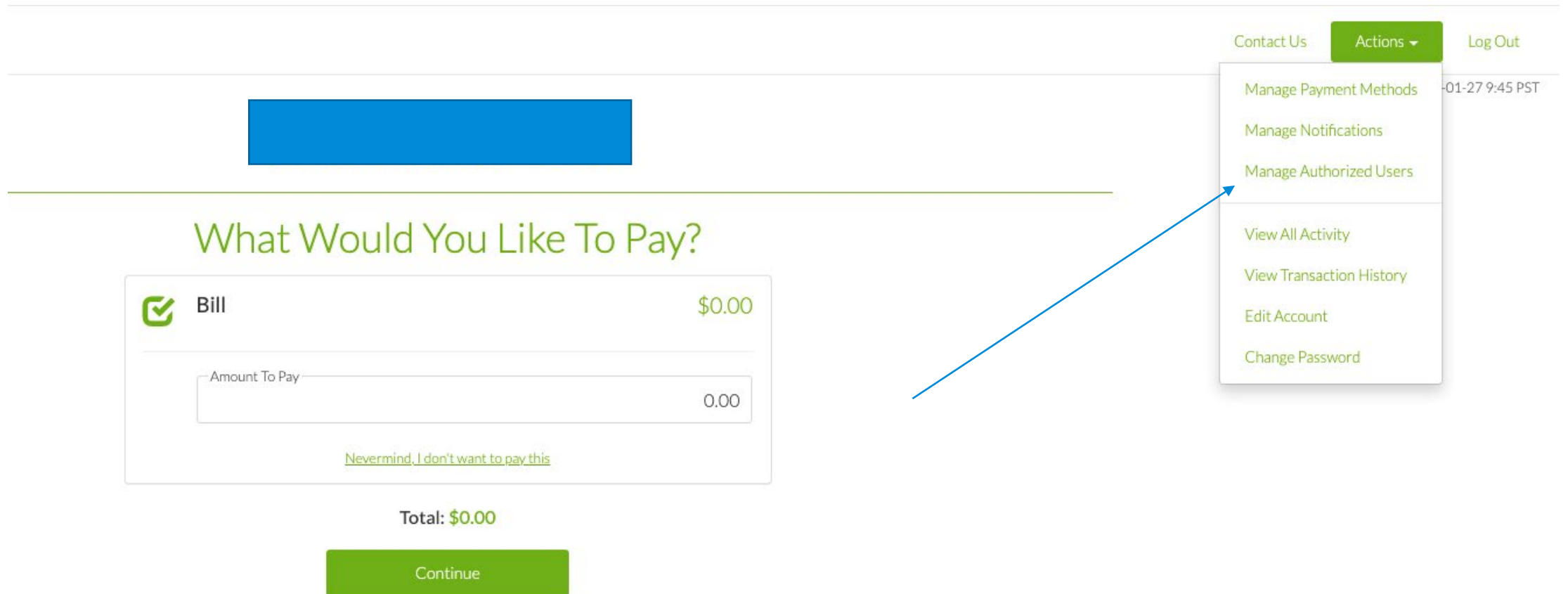
**Continue**

# How to add an authorized user

(authorize another person to make payments towards your VCC account)

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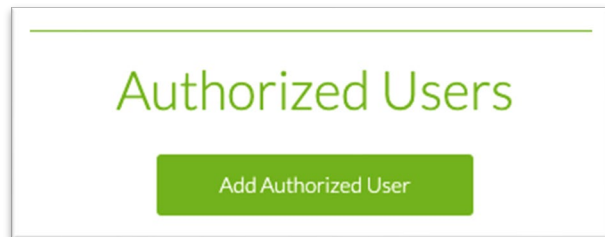
# Select Manage Authorize Users



The screenshot shows a payment page titled "What Would You Like To Pay?". A blue box is present at the top. The main content area contains a "Bill" item with a checked checkbox, a price of "\$0.00", and an "Amount To Pay" input field set to "0.00". A link "[Nevermind, I don't want to pay this](#)" is visible below the input field. The total is "\$0.00" and a green "Continue" button is at the bottom. On the right, a navigation bar includes "Contact Us", "Actions", and "Log Out". The "Actions" dropdown menu is open, listing: "Manage Payment Methods", "Manage Notifications", "Manage Authorized Users", "View All Activity", "View Transaction History", "Edit Account", and "Change Password". A blue arrow points to "Manage Authorized Users". The date "01-27 9:45 PST" is visible in the top right corner.



# Add authorize user and fill in their details



## Add Authorized User

They will have the ability to access your account

First Name

Last Name

Their relationship to you  
-- Select One -- ▼

Does the authorized user have an email address?

Yes  No (They will not be able to login. They can only call the institution to access your account.)

Their Email Address


Confirm Email Address

**NOTE:** They will receive an email with login instructions

[Create](#)

[Cancel](#)

# The authorized user will receive an email to verify themselves.



A student has added you as an authorized user to their Vancouver Community College account.

Student Name:	Jordi Miralles
Relation:	Significant Other

Click the button below to verify your account and get started:

[Verify Email](#)

Vancouver Community College  
<https://vcc.ca/>

Once the authorized user has Verified themselves via email, they can make payments towards the student's account.