

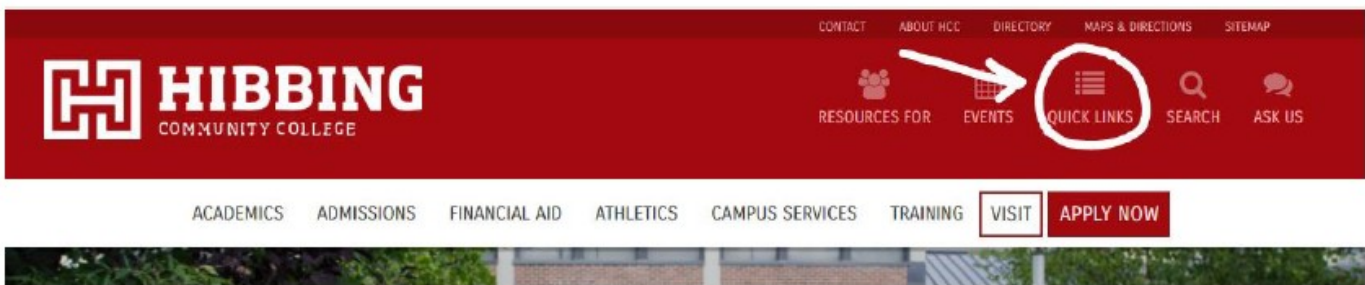
# Paying HCC Housing Deposit

\*Students must first complete the online Housing Application.

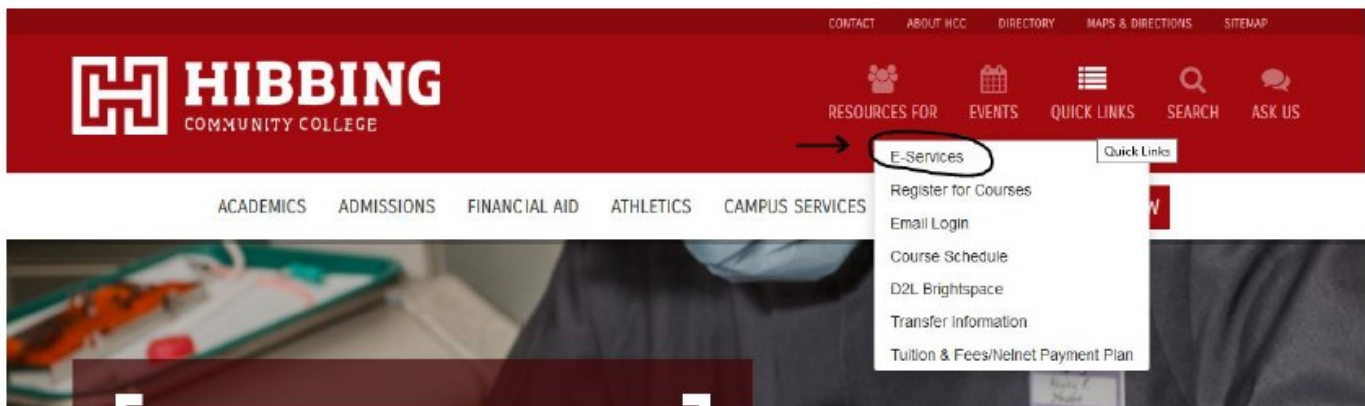
The Housing Deposit charge will appear on your bill shortly after you complete the online application. The online application be found in your E-Services account in the left hand “Housing and Dining” tab.

Paying the deposit yourself:

1. Payments can be made online by visiting [www.hibbing.edu](http://www.hibbing.edu).
2. On the top of the website homepage, scroll over to “Quick Links” as shown below:



3. Click on the “E-Services” tab, and then login in with your Star I.D and current Star I.D password.



4. Once logged in, on the left hand side of the screen, navigate to and click on the “Bills and Payment” tab.

The screenshot shows the 'My Dashboard' page. On the left is a sidebar with 'Student e-services' and various navigation options. 'Bills and Payment' is circled in red with a red arrow pointing to it. The main content area includes a 'My Dashboard' header with 'HCC ID: 1', a 'Welcome' message, an 'Action Items' section with a notification about an unpaid balance of \$250.00, a 'Class Schedule' section for Spring 2018, and a 'Financial Aid - Academic Year 2018' section with a table of aid status.

School	Class	Days	Time
Hibbing CC	Introduction to Chemistry	M,W,F T	11:00 AM - 11:50 AM 11:00 AM - 12:50 PM
Hibbing CC	Mind/Body Fitness	M,W	12:00 PM - 12:50 PM
Hibbing CC	General Psychology	T,H	01:00 PM - 02:50 PM
Hibbing CC	Microbiology	NA	NA-NA
Hibbing CC	Fundamentals of Nutrition	NA	NA-NA

School	Status
Hibbing CC	Award information is ready for you to review. <a href="#">Click here</a> to review your Financial Aid.
Anoka/Ramsey	Nothing on file
Pine TC/CC	Your application requires additional information. Please <a href="#">click here</a> for more information.

5. Once the page loads, click on “Make a payment.”

## Bills and Payment

### Account Balance By Institution

[View Account Detail](#)

**Total Account Balance For All Institutions: \$ 250.00**

Institution	Balance
<b>- Hibbing Community College</b>	<b>\$ 250.00</b>
Drop for Non-Payment for SUMMER Semester tuition will be June 8, 2018. You must do one of the following before June 8, 2018; File for financial aid, pay \$300.00 or 15% of your tuition balance, or enroll in Nelnet Payment Plan online. Please contact the HCC business office with any questions about your balance due and drop-for-nonpayment schedule. Tina, <a href="tel:218-262-7205">218-262-7205</a>	
<b>+ Anoka-Ramsey Community College</b>	<b>\$ 0.00</b>
<b>+ Pine Technical and Community College</b>	<b>\$ 0.00</b>

[Make a Payment](#)

[Make a Prepayment](#)

[Give Someone Access to Pay My Bill](#)

[Enroll in a Nelnet/FACTS Payment Plan](#)

6. For your payment options, click on **“Payment Toward Specific Charges.”**

## Make a Payment on Account

Choose ONE Payment Option from the following choices:

<b>Payment Options</b>	<b>Payment Toward Specific Institutions</b>	<b>Payment Toward Specific Charges</b>
<a href="#">Payment Toward Specific Institution Balances</a> ?		
<a href="#">Payment Toward Specific Charges</a> ? ←		

Return to [Bills and Payment Home](#)

7. Look for the **“Miscellaneous-Other”** charge in the amount of \$250.00, this is the housing deposit charge. To pay the whole charge in full, select **“Pay Account Balance,”** and then hit continue. To pay the charge in partial, enter an amount in **“Pay Other Amount,”** and then hit continue.

## Make a Payment on Account

Choose ONE Payment Option from the following choices:

<b>Payment Options</b>	<b>Payment Toward Specific Institutions</b>	<b>Payment Toward Specific Charges</b>			
<b>Payment Toward Specific Charges</b> ?					
<b>Hibbing Community College</b>					
Term	Category	Account Balance	<b>Pay Account Balance</b>	OR	Pay Other Amount
2018 Fall	Miscellaneous-Other	\$ 250.00	<input type="checkbox"/>		\$ <input type="text"/>
<b>Continue</b>					

Return to [Bills and Payment Home](#)

8. On the next page, you will be able to confirm the amount you want to pay and then choose a payment option. Choose “pay by e-Check” or “Pay by credit/Debit Card,” and then continue by clicking “Pay Now.”

## Confirm Payment on Account

Please confirm the payment choices that you have made as shown below.

To complete this payment, select your payment preference (e-Check or Credit/Debit Card, as applicable), then click **Pay Now**.

Institution	Term	Category	Payment to be Applied
Hibbing Community College	2018 Fall	Miscellaneous-Other	\$ 250.00
<b>Total to be applied</b>			<b>\$ 250.00</b>

**Pay by e-Check**  USBank will require entry of all eight digits of the Student ID

**Pay by Credit/Debit Card**

Pay Now

Clicking the Pay Now button above will open a new browser window and will direct you to the US Bank payment site for online payment.

If you are paying with a Debit (Check) Card, be advised that many banks have a daily limit on the amount that may be paid from these cards. If you have any questions, check with your individual bank for specific rules on your account.

Within the US Bank site, payments made including schools other than the one you are currently logged into will note that payment is being made to Minnesota State Colleges and Universities.

If you have billing and payment questions, please call: **(218) 262-7205**.

Return to [Make a Payment on Account](#).

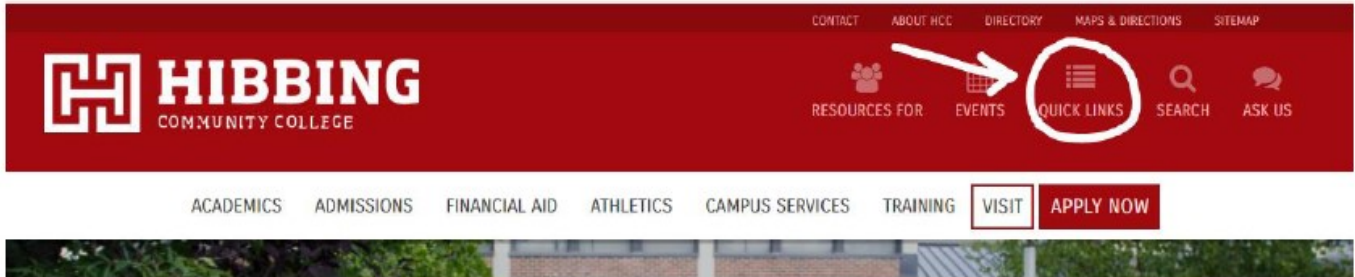
Return to [Bills and Payment Home](#)

9. You will be redirected to a website where you will be able to enter your payment information.

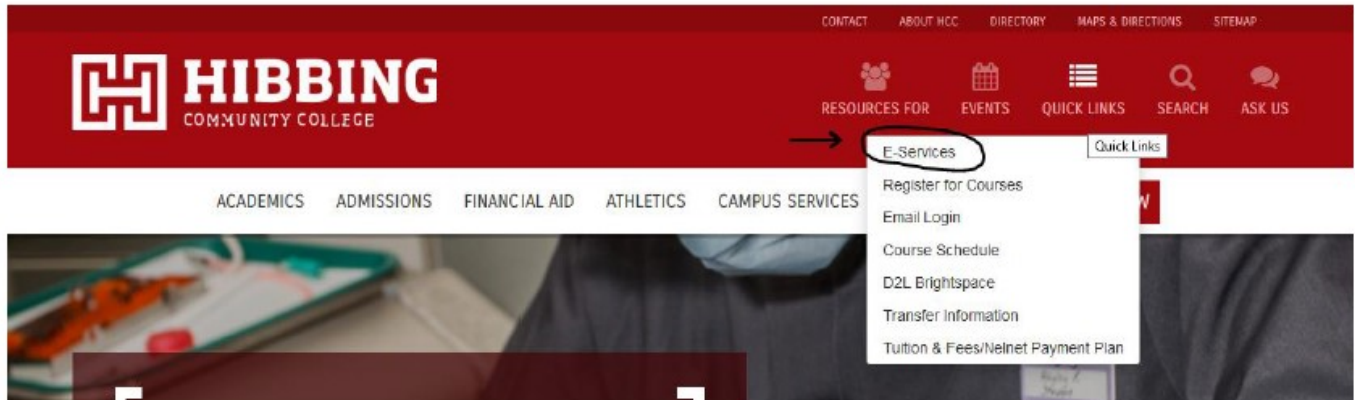
Questions about the payment process can be directed to Hibbing Community College’s Business office at 218-262-7205.

# Giving someone else access to pay the Housing Deposit (i.e. parent of student):

1. Payments can be made online by visiting [www.hibbing.edu](http://www.hibbing.edu).
2. On the top of the website homepage, scroll over to "Quick Links" as shown below:



3. Click on the "E-Services" tab, and then login in with your Star I.D and current Star I.D password.



- Once logged in, on the left hand side of the screen, navigate to and click on the “Bills and Payment” tab.

The screenshot shows the 'My Dashboard' page. On the left sidebar, the 'Bills and Payment' link is circled in black, with an arrow pointing to it. The main content area includes a 'Class Schedule' section for the current term (Spring 2018). Below this is a 'Financial Aid - Academic Year 2018' section with a table of school statuses.

School	Class	Days	Time
Hibbing CC	Introduction to Chemistry	M,W,F T	11:00 AM - 11:50 AM 11:00 AM - 12:50 PM
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Hibbing CC	Award Information is ready for you to review. <a href="#">Click here</a> to review your Financi
Anoka/Ramsey	Nothing on file
Pine TC/CC	Your application requires additional information. Please <a href="#">click here</a> for more infor

- Once the page loads, click on “Give Someone Access to Pay My Bill,” as shown below:  
**Bills and Payment**

### Account Balance By Institution

View Account Detail ?

**Total Account Balance For All Institutions: \$ 250.00** ?

Institution	Balance
- Hibbing Community College	\$ 250.00
Drop for Non-Payment for SUMMER Semester tuition will be June 8, 2018. You must do one of the following before June 8, 2018; File for financial aid, pay \$300.00 or 15% of your tuition balance, or enroll in Nelnet Payment Plan online. Please contact the HCC business office with any questions about your balance due and drop-for-nonpayment schedule. Tina, <a href="tel:218-262-7205">218-262-7205</a>	
+ Anoka-Ramsey Community College	\$ 0.00
+ Pine Technical and Community College	\$ 0.00

Make a Payment ?    Make a Prepayment ?    **Give Someone Access to Pay My Bill** ?

Enroll in a Nelnet/FACTS Payment Plan ?

- You will be redirected to a page where you can enter the information of the person who will be paying your housing deposit fee.

## Allow someone else access to view and pay my bills

You are responsible for your bill even if you give someone else access to your account. Access should be limited to family members and is valid for six months.

**Add a payer**

<input type="text" value="First Name"/>	<input type="text" value="Last Name"/>	<input type="text" value="Email Address"/>
		<input type="text" value="Confirm Email Address"/>

[View terms and conditions](#)

\*The person that you select will receive an email that tells them how to access your bills and payments. They will have 5 days to activate their access. Access will remain active for 6 months. You can remove or renew a person's access at any time. This access allows a person to view or pay your bills from any Minnesota State College and University (MnSCU) school that you attend.