Navigating your Finances on myCHC

To view important information regarding your financial aid and billing statement, please log into myCHC, and click on the “Finances” tab.

On the left-hand side of the page, click “Financial Aid”

On the Financial Aid page, you will be able to do the following:

- View and accept your financial aid package
- Check the status of your Financial Aid
- View/submit any missing required documents

Under “Required Documents”, please be sure to check the status of each document. **Anything that is marked as “Not Received” or “Incomplete”, will need to be submitted or re-submitted. Please note that forms must contain a physical signature – (not a digital or e-signature) and must be submitted in an acceptable document format (please refer to document upload)**

Please note that if you have ANY outstanding documents, your anticipated financial aid will NOT be reflected on your course and fee statement.

Below are screenshots to help you navigate the above steps:
To view your Course and Fee statement, return back to the “Finances” Tab

1. On the Finances Tab, scroll down to “My Account Info”, and click “Course and Fee Statement”
2. Click “Generate Course and Fee Statement” then “View Course and Fee Statement”. **REMEMBER:** If you are missing any required financial documents, your financial aid will NOT be reflected on your course and fee statement.
3. To make a payment online, return back to the “Finances” tab
4. Click “My Account Balances” Under “My Account Info”
5. Click “Make a Payment”

Below are screenshots to help you navigate the above steps:
You are here: Finances > My Student Account > My Account Info

**Finances**

**My Account Info - Course and Fee Statement**

- This statement may not include all transactions to date; therefore, may result in a different ending balance than you see on My Account Balances. Please check with the Business Office.

Generate my Course and Fee Statement

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**Account Balance Instructions**

How to Pay My Bill

The My Account Balances link below does not include your anticipated financial aid. In order to view your balance once anticipated financial aid is applied and made to payment, please follow these instructions. If you have any outstanding financial aid documents, you can review them on the Financial Aid page:

1. Click on the “Course Fee Statement” link below.
2. Click on the “Generate My Course Fee Statement” link.
3. Click “View My Course Fee Statement.” This will open up a new browser tab with your full statement including anticipated financial aid.
4. Please make note of your Account Due located at the bottom of the statement.
5. Return to the Financials tab of myCHC and click on the “My Account Balances” link.
6. Click on the “Make a Payment” link.
7. Enter the Account Due from step 6.
8. Click Submit.

Welcome to Student Financial Services

On the page you can access general financial information regarding your student account. In the My Account Info section you can view your current student balance, make a payment on that balance, view and print your current course and fee statement.

Please be aware that online registration and payments do not show on your account balance immediately. Charges and Payments on your account are updated every business day by 5:00 PM.

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**Navigate My Student Account**

**My Account Info**

- My Account Balances
- Course and Fee Statement

**Office Hours and Contact Information**

You may access your account information and make a payment on this site, or in person at the Student Accounts Office.
Please note that the balance you see above next to “Accounts Receivable” includes pending transactions.

Please do not hesitate to contact Student Financial Services with any questions or concerns:

Financial Aid: Finaid@chc.edu
Student Accounts: Accounts@chc.edu

Need a phone appointment? Sign up to speak with a representative below:

Financial Aid
Student Accounts

Representatives are available Monday through Thursdays from 9am to 5pm and Fridays from 9am to 4pm.