

Log into MyNCC

- www.northampton.edu
- Click on MyNCC
- Enter Username
- Password
 - Login
- Click on "Student Financial Info" (blue bar, top of screen) or "My Financial Info" Icon \$
- Click "Bursar/Tuition Bill"
- Click "Tuition Bill"
- Make sure the "Tuition Bill Options" are set to the appropriate semester/year. The "Set Options" button allows you to change the semester and/or year.

1. Click on Set Options

Tuition Bill Options		
Program	Session	Year
CRED	SP	2018

Set Options

2. Choose Session; Choose Year

3. Click on Submit Options

Set Options

Pick the program, session and year.

Program	Session	Year
Credit Programs	Summer 2 Session	2018
	Fall	
	Winter	
	Spring	
	Summer 1 Session	
Email Address		
<input type="text"/>		

Use Student Email

Submit Options

(Email Address field is not required)

Your Bursar Tuition Bill will appear on screen.

Tuition Bill
TestStudent, Ivana Beatrice

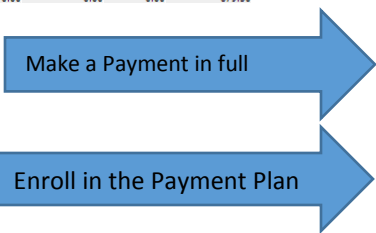
Tuition Bill Options		
Program	Session	Year
CRED	FA	2019
iteaststudent@spartan.northampton.edu		
Set Options		
Fall 2019		
03:39 08/01/2019		

Name Ivana Beatrice TestStudent Address 3835 Green Pond Rd Test line len Bethlehem, PA 18020	ID No 1011229 Vehicle Res Hall Number per Room 0 Meal Plan	Plate# Permit
UNITED STATES Home Phone 610-861-6372 Major General Studies Att Hrs 3.0 Advisor Henry, Mark W	Class Transfer Student Intend Major General Studies Aud Hrs 0.0	Race Amer Indian/Alaskan Natv Visa

Crs	Sec	Su	Hrs	Title	Days	Meeting Time	Meeting Place	Meeting Place	Begin Date	End Date		
ACCT100	50		3.0	Accounting for Non-A	--T-R--	03:30p	04:45p	MROE	KAPP	129	08/26/19	12/21/19
Total Hours			3.0									

Charges	Assessed	Financial Aid	Applied	Pending	
Tuition In-County	481.50		Federal Pell Grant	0.00	775.00
Comprehensive Fee	94.50				
Technology Fee	103.50				
Totals	679.50			0.00	775.00

Other Balance	Charges Assessed	FinAid Applied	Payments/ Credits	Cash Refunds	Comput.ed Balance
0.00	+ 679.50	- 0.00	- 0.00	- 0.00	= 679.50



Fall 2017 Payment Plan – 20% (8/1/2017 Due)



FAQs and Troubleshooting Guide

The amount I need to pay does not match what the system is showing?

- The full amount automatically defaults.
- You can change the amount to the amount needed to pay.

My Bursar/Tuition Bill shows pending Financial Aid, do I need to make a payment or go on the payment plan?

- If the pending aid is Less than the computed balance, you must make a payment for the difference not covered by aid or enroll in the payment plan (if available) for that amount.
- **I have Pending Financial Aid - How do I figure out amount due?**
 - Is Pending Total more or less than Computed Balance?
 - If Pending is Greater than no payment is due
 - If Computed Balance is Greater than pay the difference
 - (Computed Balance – Pending = Balance Due)

How do I enroll in the payment plan online with MyNCC Bursar/Tuition Bill?

- Click on the APPLY button to enroll in payment plan. If APPLY button is not on screen. The Payment Plan is not available online either because it is not an option for the semester or you must contact Bursars office for more information.

Is there a fee to sign up for the payment plan?

- Yes, there is a \$35 payment plan enrollment fee that is due each semester that you enroll in the payment plan.

Do I need to sign up for the payment plan for each semester?

- Yes, you must sign up for EACH semester separately.

If I enroll in the Payment Plan ONLINE are my payments automatically deducted monthly?

- No, you would need to stop by the Bursars office to sign the Payment Plan form authorizing to have payments automatically deducted monthly. This cannot be set up online.

My Card Declined?

- If you are paying a large amount – make sure your daily limit set with your bank allows large payments.
- If Payment is \$10 or under – cannot be made online, please print then scan/email or fax the tuition payment form to bursar@northampton.edu / Fax# 610-861-4111. Tuition Payment Form can be found online at <https://northampton.edu/bursar-resources.htm>
- The 3 digit security CVV code on the back of your card must match.
- International cards are not accepted.
- The Zip Code must match the CARD mailing address not the zip code on file with the college. (If you have moved and changed addresses)
- If card declines do not keep trying, contact your bank.

Spartan Email

- Be sure to check your Spartan Email for important reminders.

Academic Calendar

- Go to <https://northampton.edu/academics/academic-calendar.htm> for important semester dates & information.

Bursar's Office – Main Campus

- Phone 610-861-5407
- Email bursar@northampton.edu
- Fax 610-861-4111

Registration and Student Records

- Phone 610-861-5494
- Email record@northampton.edu
- Fax 610-861-5551

Financial Aid – Main Campus

- Phone 610-861-5510
- Email financialaid@northampton.edu
- Fax 610-861-4565

Enrollment Services – Monroe Campus

- Phone 570-369-1800