

## **How to View your Balance and Pay for Classes Online**

**You can view your bill and pay for your classes online using one of the following options:**

### **Option 1: View bill summary before payment:**

- 1. Log into the [me@ChattTech Student Portal](#)**
- 2. Locate the Student Accounts card**
- 3. Click on “Account Summary”**
- 4. Select your term in the drop down box**
- 5. Review your charges and authorized Financial Aid**
- 6. Click “Pay Now” button at the top of the page and follow steps to submit payment**

### **Option 2: Go directly to bill payment:**

- 1. Log into the [me@ChattTech Student](#) Portal**
- 2. Locate the Student Accounts card**
- 3. Click on “Pay My Bill”**
- 4. Select your term in the drop down box**
- 5. Follow steps to submit payment**

\*The college accepts Visa, MasterCard, Discover, and American Express in person, by phone, or online. The college also gladly accepts cash payments in person at the Appalachian, Marietta, North Metro, and Paulding campuses.

If you need assistance or have questions, please contact the Office of Student Accounts at one of the campuses above, by phone at 770-528-4570, or by email at [cashier@chattahoocheetech.edu](mailto:cashier@chattahoocheetech.edu).