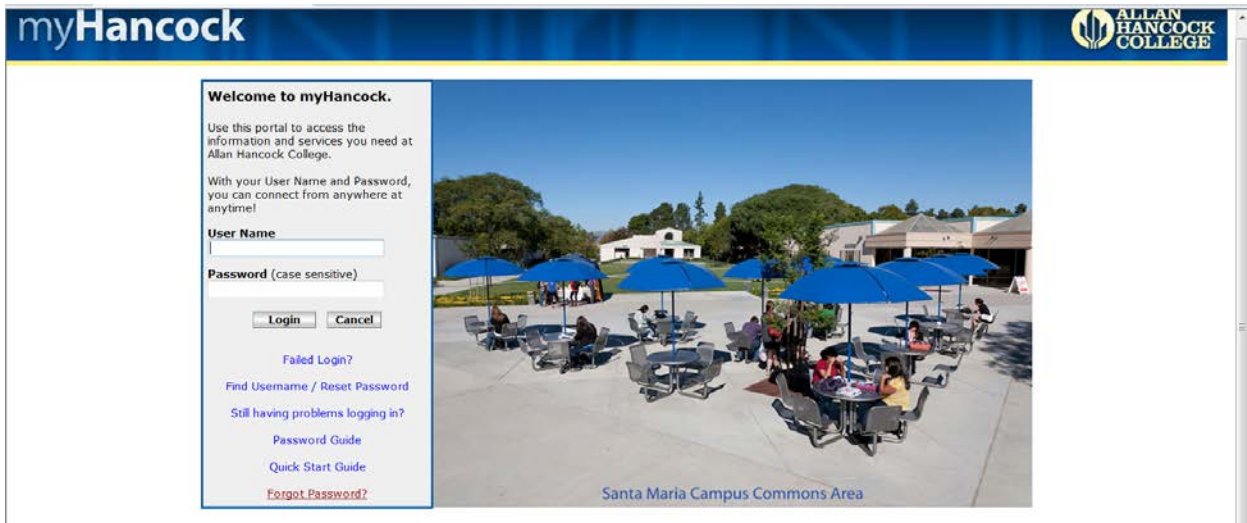


How to Pay Your Fees Online

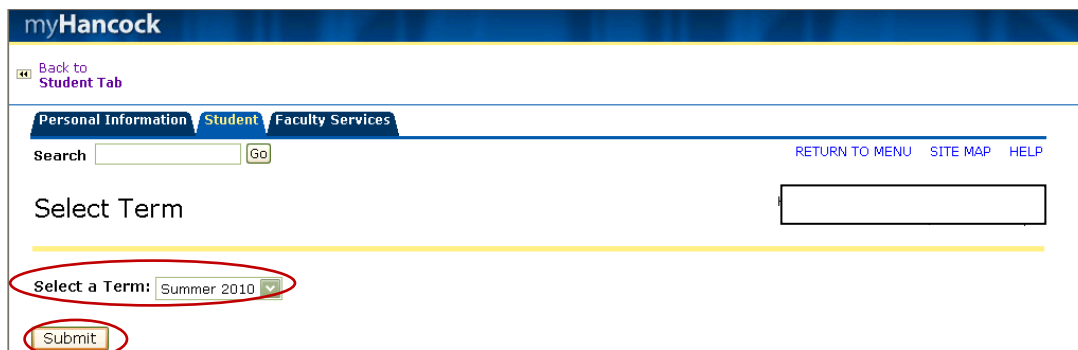
1. Log on to **myHancock** with you user name and password



2. Click the **Student** tab and click **Pay Fees**



3. Select current Term and press [**Submit**] button



4. You will be taken to the "Account Detail by Term" screen to view your account. Press the [**Pay Now**] button.
5. You will see your full account balance. Press [**Submit**] button.
6. The credit card payment screen will appear. Follow the instructions to enter in your payment.