

# Setting up a Payment Plan

Click **Self-Service** on McDowell Tech homepage.

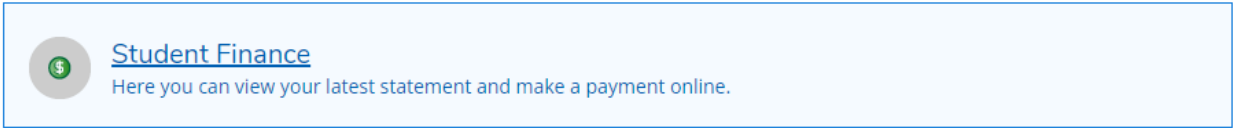
A screenshot of the MTCC Self-service login page. The page has a white background with a blue border. At the top, it says 'Sign In MTCC Self-service'. Below this, there are two input fields: 'User name' and 'Password'. Below the 'Password' field, there is a link that says 'Forgot your [user name](#) or [password](#) ?'. At the bottom, there is a blue button with the text 'Sign In'.

1. Login in to Self-Service.

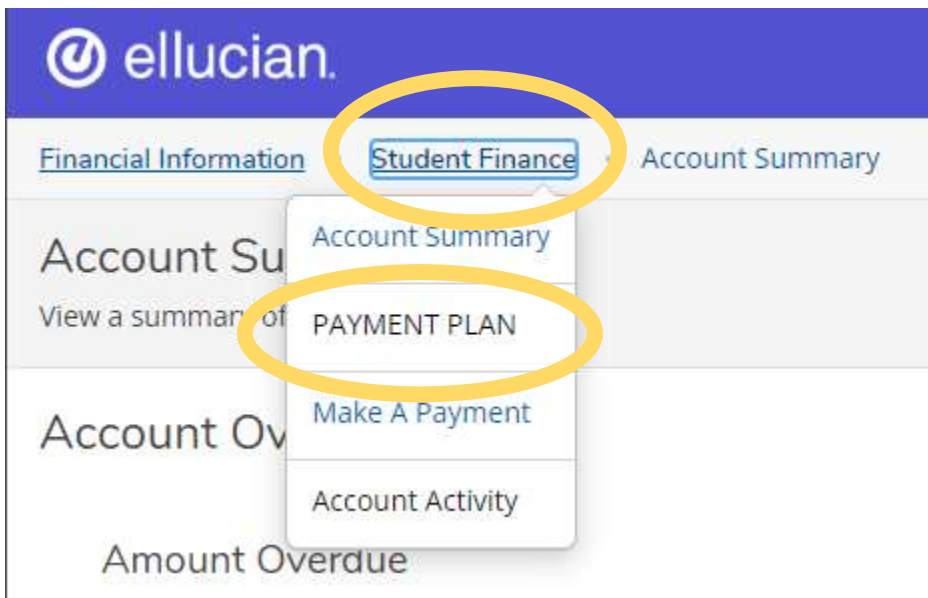
Enter your username and password.

\* *(Formerly WebAdvisor)*

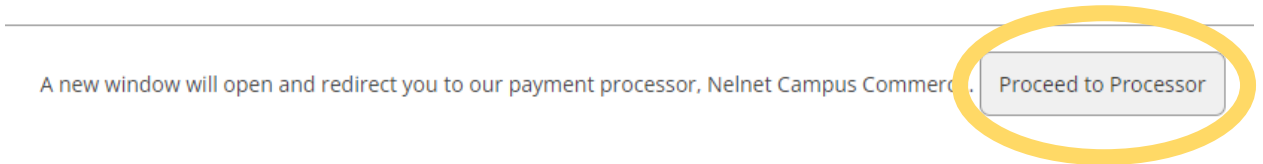
1. Click **Student Finance**.



2. Click on the Student Finance icon located on the top screen and scroll down to **PAYMENT PLAN**.



3. Click **Proceed to Processor**.



4. Set up a NelNet account if you do not already have an account. Follow screen prompts to set-up payment plan.



## Create Account

### Contact Info

Welcome. Please take a few moments to review and complete your contact information.

#### Name

Prefix	<input type="text" value="-- None --"/>
First Name*	<input type="text"/>
Preferred Name	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>

**For questions, contact the Business Office at 828-652-0696.**