

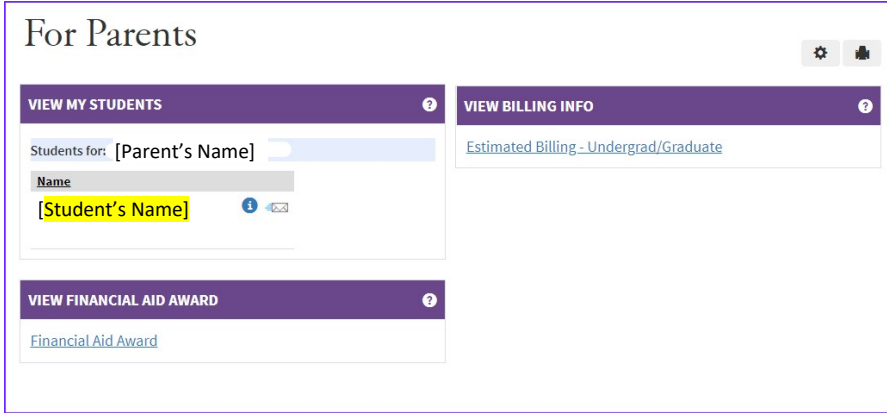
Parent instructions – retrieving statements and estimated bills through MyGC

Statements show what has happened up till now. **Bills** are estimates of what the student will owe.

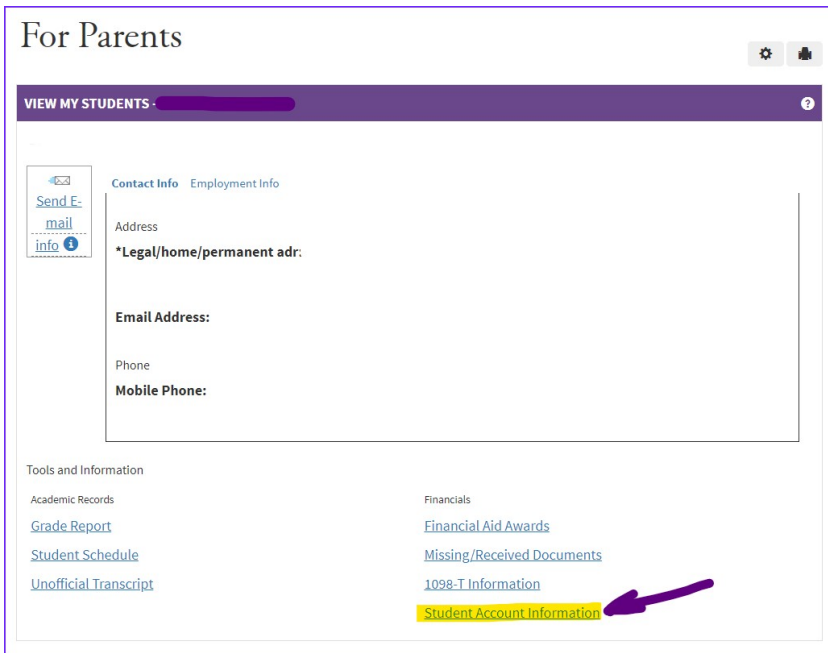
If you are not able to log in to MyGC, please contact the GC Help Desk at helpdesk@goshen.edu or 574-535-7700 for assistance.

Retrieving a current statement

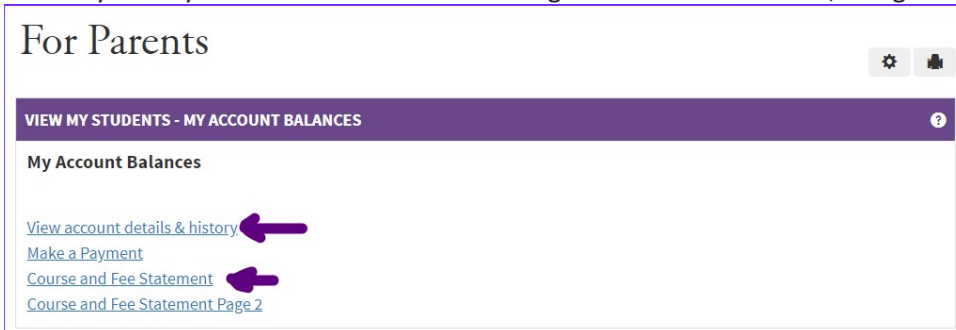
1. Once you log in to my.goshen.edu, click on the name of your student:



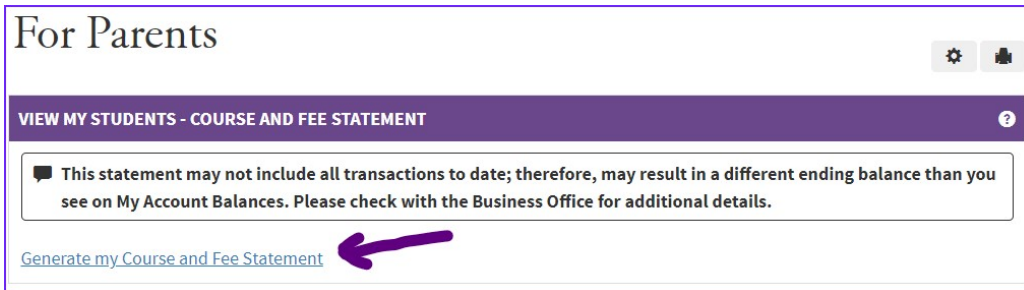
2. If you have more than one student at GC, select one. Clicking on their name will take you to a detail screen. Click on the “Student Account Information” link at the bottom of the screen:



3. Now you may choose to see an online listing of recent transactions, using “View account details & history.”

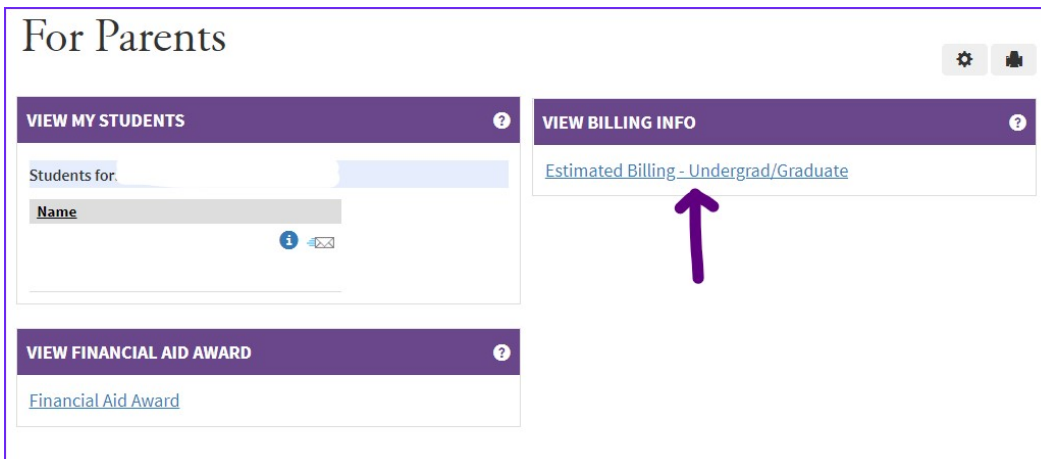


For a full statement PDF, click on “Course and Fee Statement” and then “Generate my Course and Fee Statement.” When a statement is generated, click on the link to open and download a PDF copy.



Retrieving an estimated bill

1. Once you log in to my.goshen.edu, click on the link to generate an estimated bill:



2. If you have more than one student at GC, you may be prompted to select one.

3. When a bill is generated, click on the link to open and download a PDF copy.

Check each item to make sure the charges and financial aid match your expectations. Tuition charges are based on non-waitlisted classes, so it is especially important to check that line. Charges are updated every Tuesday morning.

Please make sure the college receives your payment by the semester deadline. Payment plans are available through Nelnet, but must be set up before the due date. Your payments will be lower if you set up a payment plan as soon as the plan opens. Please see goshen.edu/payonline for a tutorial video, plan dates, and other information.