



Bergen Community College
Bursar's Office (L-127)
bursaroffice@bergen.edu

Colleague Self-Service
Student Finance

Student Finance Self-Service

- Provides access for students to:

View Account Activity

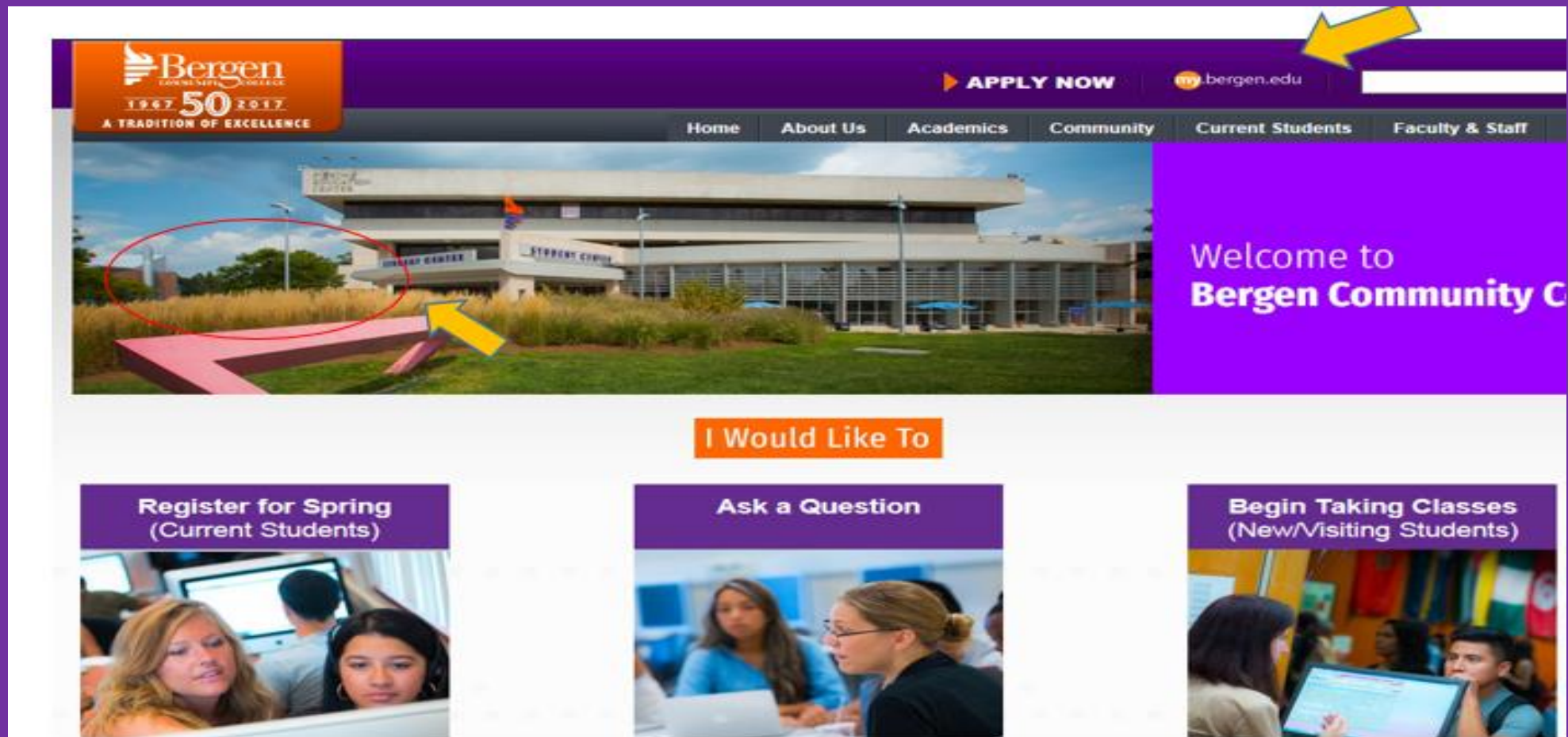
View/Print Statement

Make a Payment

Create a Payment Plan

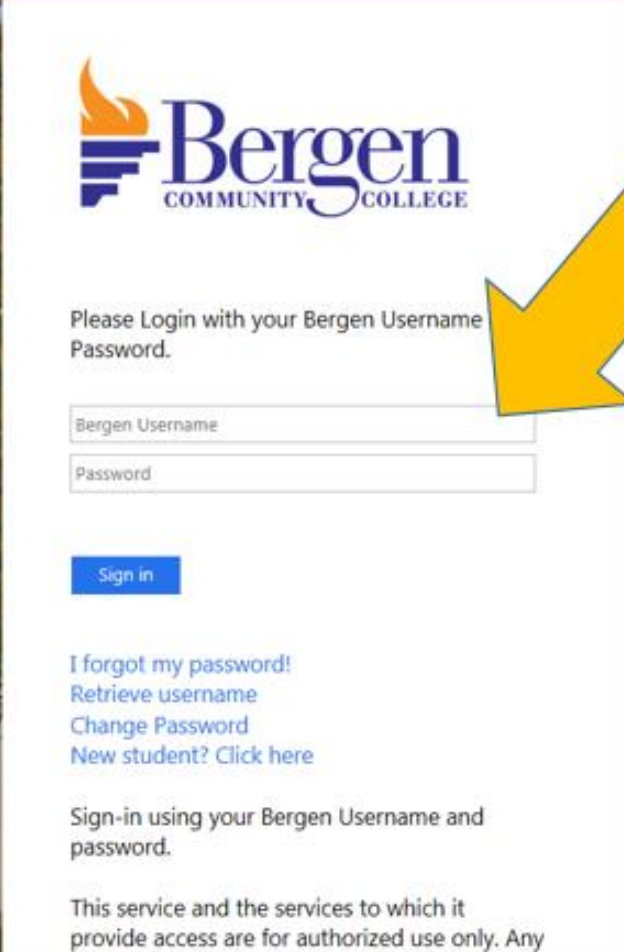
To Access your Self-Service Account:

1. Go to my.bergen.edu






2. Log in with your Bergen Username & Password



The login page for Bergen Community College. It features the college's logo at the top. Below the logo, the text "Please Login with your Bergen Username Password." is displayed. There are two input fields: "Bergen Username" and "Password". A blue "Sign in" button is located below the fields. To the right of the login fields, a large yellow arrow points towards them. Below the "Sign in" button, there are links for "I forgot my password!", "Retrieve username", "Change Password", and "New student? Click here". At the bottom, there is a disclaimer: "Sign-in using your Bergen Username and password. This service and the services to which it provide access are for authorized use only. Any".



Please Login with your Bergen Username Password.

[Sign in](#)

[I forgot my password!](#)
[Retrieve username](#)
[Change Password](#)
[New student? Click here](#)

Sign-in using your Bergen Username and password.

This service and the services to which it provide access are for authorized use only. Any

3. Go to Web Advisor for students and Select Self – Service.

Self-Service Menu

- WEBADVISOR FOR CONTINUING EDUCATION
- WEBADVISOR FOR PROSPECTIVE STUDENTS
- **WEBADVISOR FOR STUDENTS**
- WEBADVISOR FOR FACULTY
- WEBADVISOR FOR EMPLOYEES
- WEBADVISOR FOR ADVISORS

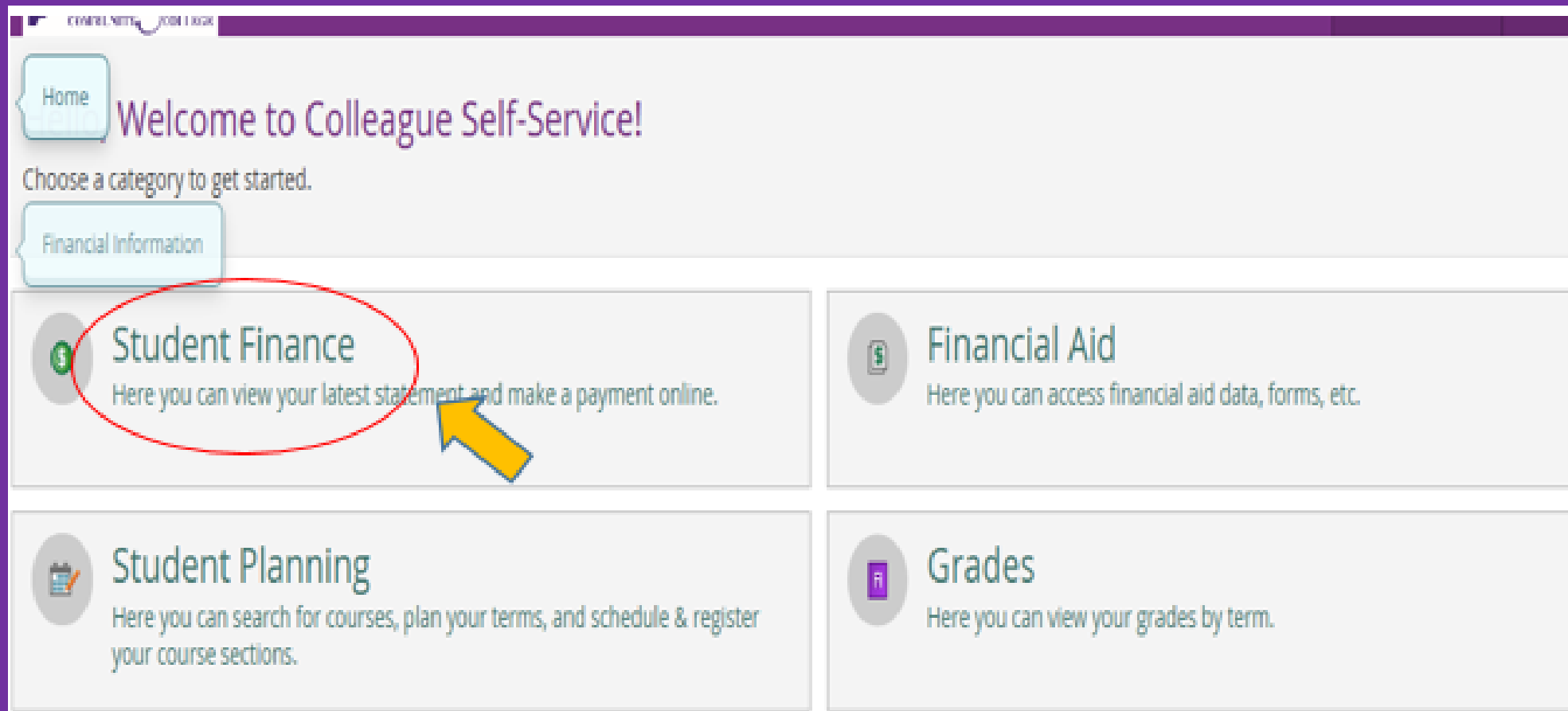
Bergen Links

- [Datatel Client Site](#)
- [Sidney Silverman Library](#)
- [Portal Help](#)
- [MyE-forms history](#)

Self-Service Menu

- WEBADVISOR FOR CONTINUING EDUCATION
- WEBADVISOR FOR PROSPECTIVE STUDENTS
- ▼ WEBADVISOR FOR STUDENTS
 - Self Service**
 - [Financial Aid for Students](#)
 - [User Account](#)
 - [Financial Information](#)

4. Once you are in your account select 'Student Finance' which will bring you to account summary page





On the Account Summary page, you have the option to make a payment, review account activity by term, and access other helpful links.

Account Summary

View a summary of your account

Account Overview

Amount Overdue **\$0.00**

Total Amount Due **\$0.00** [Make a Payment](#)

Total Account Balance **\$0.00** [Account Activity](#)

[Fall 2016](#) **\$0.00**

[Summer II 2016](#) **\$0.00**

[Spring 2016](#) **\$0.00**

Helpful Links

[Payment Plan](#)

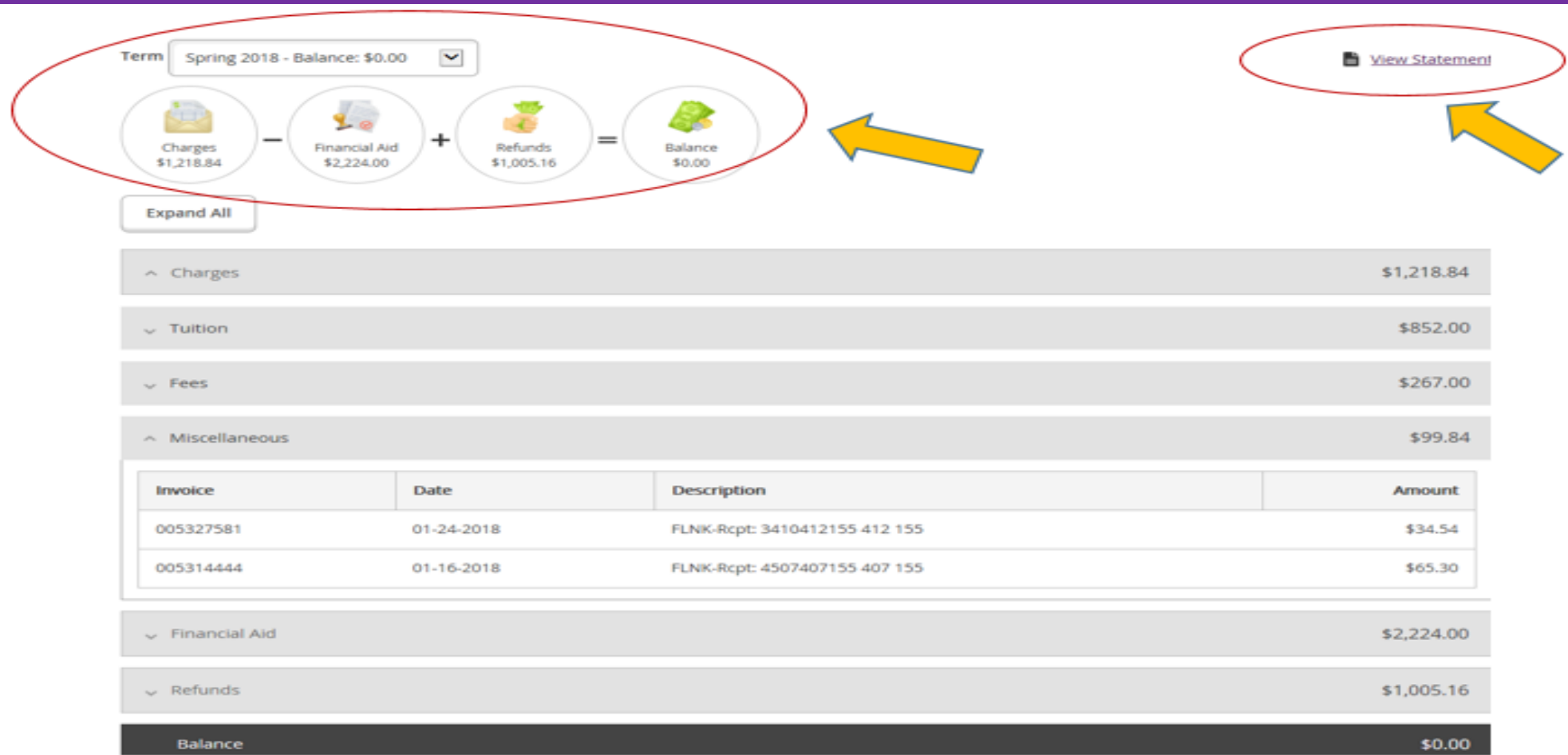
[FAFSA Application](#)

[Entrance Counseling](#)

[Master Promissory Note](#)

[Financial Aid Forms](#)

Account Activity



Term: Spring 2018 - Balance: \$0.00

Charges \$1,218.84 - Financial Aid \$2,224.00 + Refunds \$1,005.16 = Balance \$0.00

[View Statement](#)

Expand All

Charges	\$1,218.84
Tuition	\$852.00
Fees	\$267.00
Miscellaneous	\$99.84

Invoice	Date	Description	Amount
005327581	01-24-2018	FLNK-Rcpt: 3410412155 412 155	\$34.54
005314444	01-16-2018	FLNK-Rcpt: 4507407155 407 155	\$65.30

Financial Aid	\$2,224.00
Refunds	\$1,005.16
Balance	\$0.00

Click on any of the icons above to view your account activity or your statement.



To view or print your statement, Click on the View Statement button. found on the Account Activity page.



Bergen Community College
400 Paramus Rd
Paramus, NJ 07652

Nelnet Test1
400 Paramus Rd
Paramus, NJ 07652
USA

Student Statement

Name	Nelnet Test1
Student ID	0800001
Total Balance	\$1,153.25
Amount Overdue	\$1,153.25
Total Amount Due	\$1,153.25
Amount Enclosed	

Please return this portion of the statement to the institution, along with your payment.

Date Generated: 3/20/2018

Account Activity Summary - Spring 2018

Charges		
	Tuition by Section	\$1,278.00
	Fees	\$393.00
+	Total Charges	\$1,671.00
-	Student Payments	\$517.75
=	Spring 2018 Balance	\$1,153.25
=	Total Amount Due	\$1,153.25
	Total Balance	\$1,153.25

Course Schedule

Section	Course Title	Credits	CEUs	Days	Times	Classroom	Start/End Dates
ART-107-001	History of Photography	3.00		MTuWTh	12:20-2:05 PM	MAIN MAIN B-322	1/16/2018-5/8/2018
HIS-101-003	West Civ to Reform	3.00		TBD	TBD	TBD	1/19/2018-5/10/2018
PHR-102-001	Contemp Moral Issues	3.00		MTuWTh FSa	1:20-5:05 PM	MAIN WHL W-316	2/6/2018-5/10/2018

Account Activity Details - Spring 2018



Student Statement - Page 2

Date Generated: 3/20/2018

Name	Nelnet Test1
Student ID	0800001

Tuition by Section

Section	Course Title	Amount	Billing Credits	CEUs	Status
ART-107-001	History of Photography	\$426.00	3.00		New
HIS-101-003	West Civ to Reform	\$426.00	3.00		New
PHR-102-001	Contemp Moral Issues	\$426.00	3.00		New
Total					\$1,278.00

Fees

Description	Amount
UG General Fee	\$234.00
UG Registration Fee	\$15.00
Security Fee	\$18.00
UG Technology Fee	\$126.00
Total	\$393.00

Payments

Receipt Number	Date	Amount	Pay Method	Reference Number
001310597	1/4/2018	\$417.75	Payment Plan	
001310600	1/11/2018	\$100.00	Payment Plan	
Total				\$517.75

Balance

\$1,153.25

Students with Financial Aid data will have additional information on the statement.

Make a Payment

Financial Information ▾ Student Finance ▾ Make A Payment


Make a Payment


Use this page to make a payment on your account

Total Payment : \$1,153.25

Choose a Payment Method ▾

Proceed to Payment



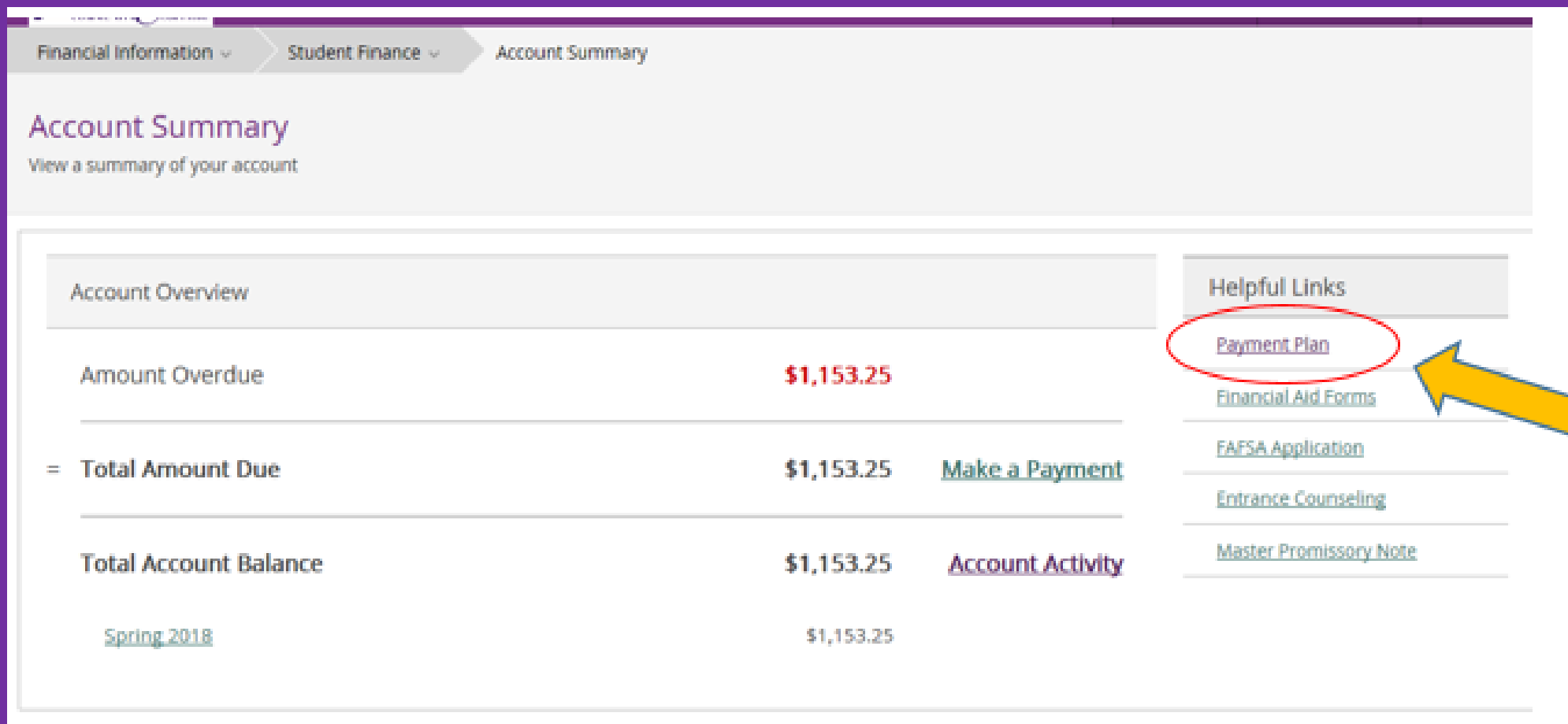
^ Spring 2018  \$1,153.25

Select	Item	Payment Group	Date Due	Amount Due	Amount to Pay
<input checked="" type="checkbox"/>	AR Students - UG	12	01-02-2018 (Overdue)	\$1,153.25	\$ <input type="text" value="1,153.25"/>

Total Amount Due \$1,153.25

Choose a payment method(Amex, Discover, MC or Visa), and click on Proceed to Payment button.

- **Payment Plan:** Allows students to complete term tuition and fee payment over time. On the Student Finance page, select Payment Plan

A screenshot of the Bergen Community College Student Finance Account Summary page. The page has a purple header with navigation tabs: "Financial Information", "Student Finance", and "Account Summary". Below the header, the title "Account Summary" is displayed with the subtitle "View a summary of your account". The main content area is divided into two columns. The left column, titled "Account Overview", contains a table with account details. The right column, titled "Helpful Links", contains a list of links. A red circle highlights the "Payment Plan" link, and a yellow arrow points to it from the right.

Account Overview		
Amount Overdue	\$1,153.25	
= Total Amount Due	\$1,153.25	Make a Payment
Total Account Balance	\$1,153.25	Account Activity
Spring 2018	\$1,153.25	

Helpful Links	
Payment Plan	
Financial Aid Forms	
FAFSA Application	
Entrance Counseling	
Master Promissory Note	

[Financial Information](#) [Student Finance](#) [Payment Plan](#)

Payment Plan & Billing

Review your account and proceed to processor

A new window will open and redirect you to our payment processor, Nelnet Business Solutions.

[Proceed to Processor](#)

[Collapse All](#)

~ Spring 2018		\$1,153.25
Item	Date Due	Amount Due
AR Students - UG	01-02-2018 (Overdue)	\$1,153.25
Total Amount Due		\$1,153.25

[Top of page](#)

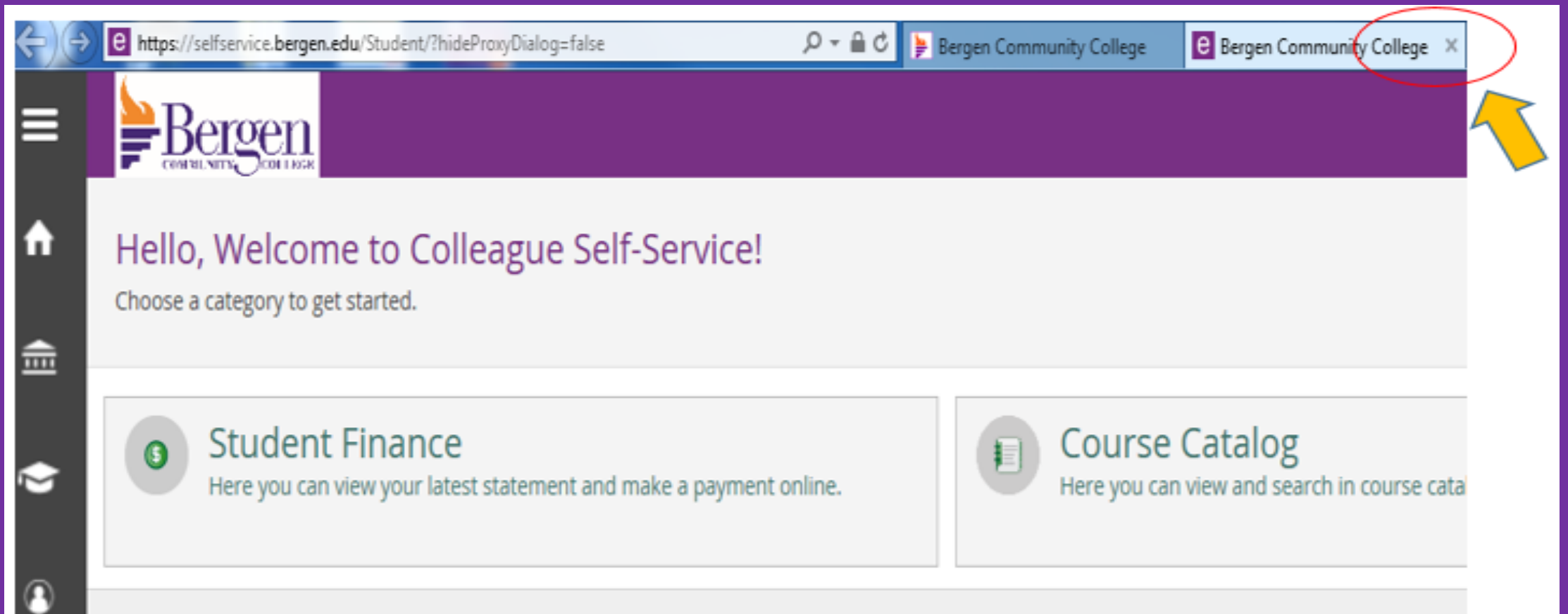
A new window will open and redirect you to our payment processor, Nelnet Business Solutions.

[Proceed to Processor](#)

Click the ‘Proceed to Processor’ button and this will take you to Nelnet Business Solutions where you can create your payment plan for the term.



Have you logged out of your account?
Click the “X” on the Self Service tab to leave Self Service and then go back to your student portal to Sign Out.





Thank you for using Student Self-Service!!!

For questions, please contact
bursaroffice@bergen.edu

or visit
www.bergen.edu/bursar