1. Go to www.montgomerycollege.edu Click on Access MYMC.

2. Log in using your User Name and password.

3. Set up your 2-Factor-Authentication DUO MOBILE PUSH by following the steps prompted on your computer. Note: you will have to download the DUO Mobile App on your mobile device to continue. If you need additional support with this step, call the IT Help Desk 240-567-7222.
4. Once you have registered for your class, click on Pay My Bill/ Manage Account

5. Click on Tuition Installment Plan

6. Click on Enroll in Payment Plan
7. Select the current term:

8. Select one of the **Auto Pay WDCE** payment plans – NOTE: there is a **$35.00 non-refundable payment plan set up fee** due with your first payment. The minimum balance due to enroll in this plan is **$900**. Payments AUTOMATICALLY process on the payment due dates and due dates are NOT changeable! Please click on Details for more information.

<table>
<thead>
<tr>
<th>Plan Name</th>
<th>Fee</th>
<th>Payment</th>
<th>Installs</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Pay WDCE Term 3-pay Plan</td>
<td>$35.00</td>
<td>33%</td>
<td>2</td>
<td>$35.00</td>
</tr>
<tr>
<td>Auto Pay WDCE Term 2-pay Plan</td>
<td>$35.00</td>
<td>50%</td>
<td>1</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

9. Please read the details carefully and proceed on making a payment by selecting the plan. The first payment is due at the time of registration, then Click on **Continue**.
10. Select the method of payment “Credit or Debit Card” and click Continue
11. Type your credit card information and process your payment.

**Account Information**

* Indicates required fields

*Card number: 

If you have any questions, please contact us 240-567-5188