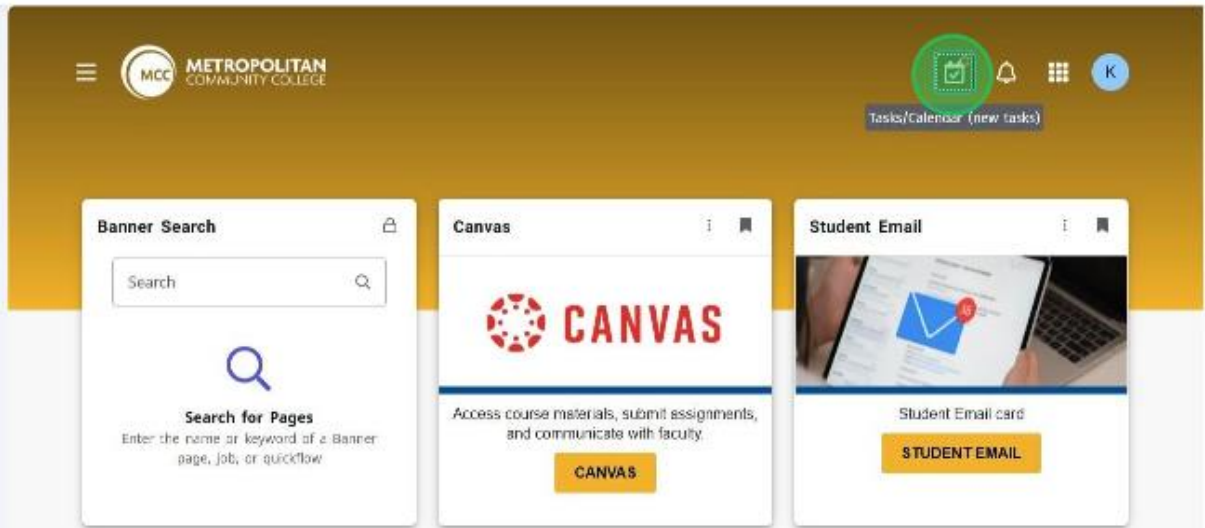


# How to Complete the Financial Responsibility Statement

## 5 Steps

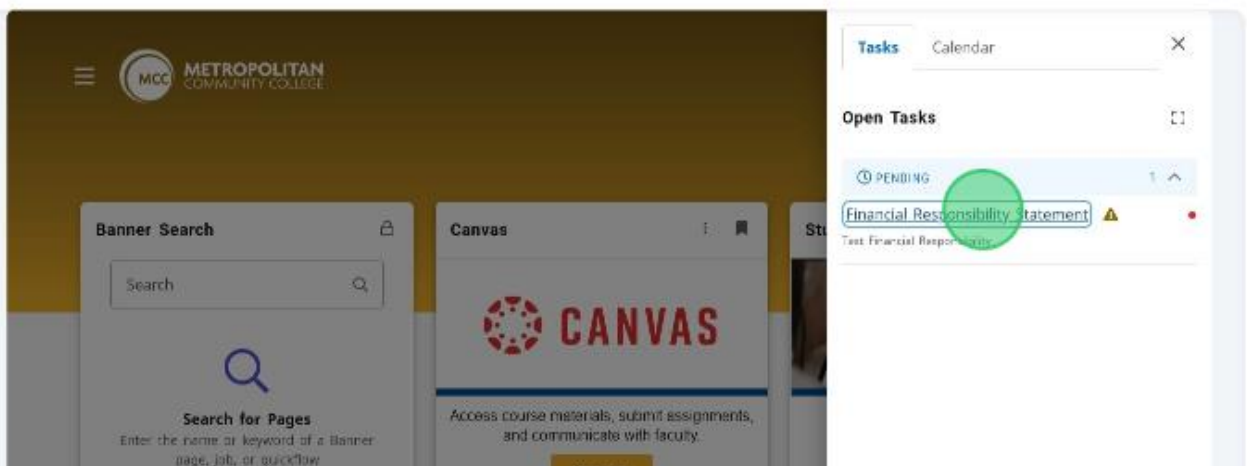
1

Log into your myMCCCKC portal and click the calendar icon.



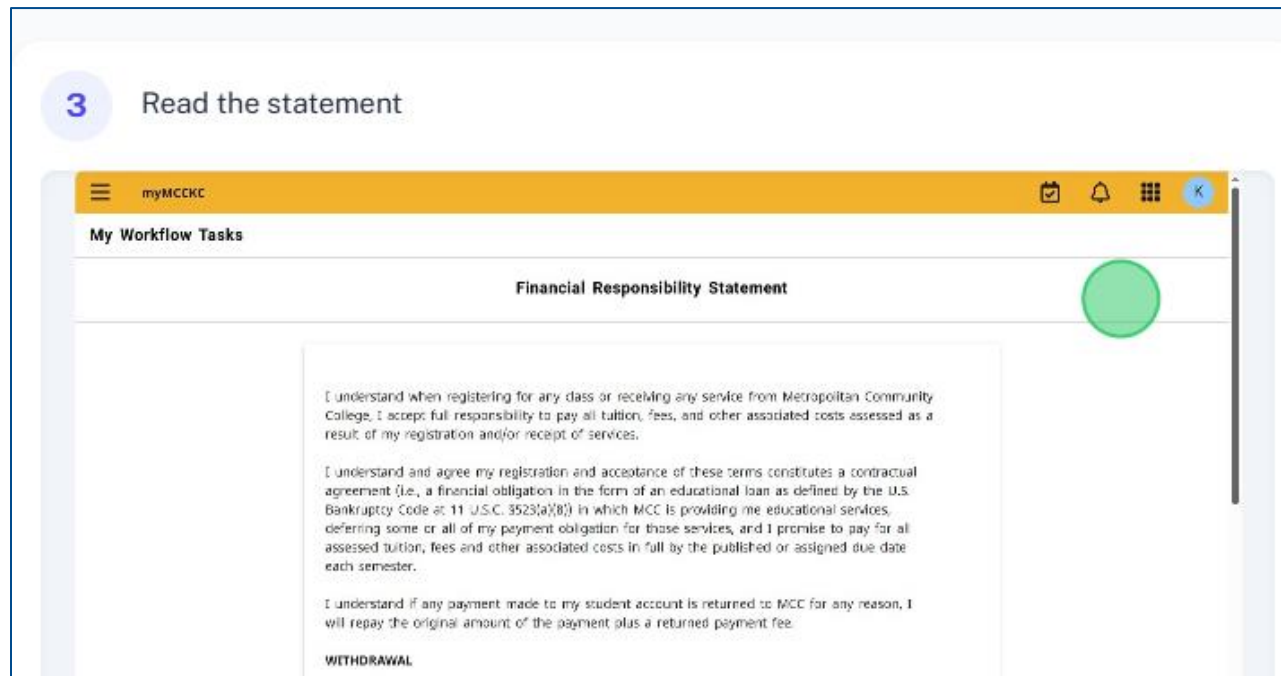
2

Click "Financial Responsibility Statement"



# How to Complete the Financial Responsibility Statement

## 3 Read the statement



The screenshot shows the myMCCKC portal interface. At the top, there is a navigation bar with the myMCCKC logo and several icons. Below the navigation bar, the page title "My Workflow Tasks" is displayed. The main content area is titled "Financial Responsibility Statement". A green circle highlights the statement text, which includes the following paragraphs:

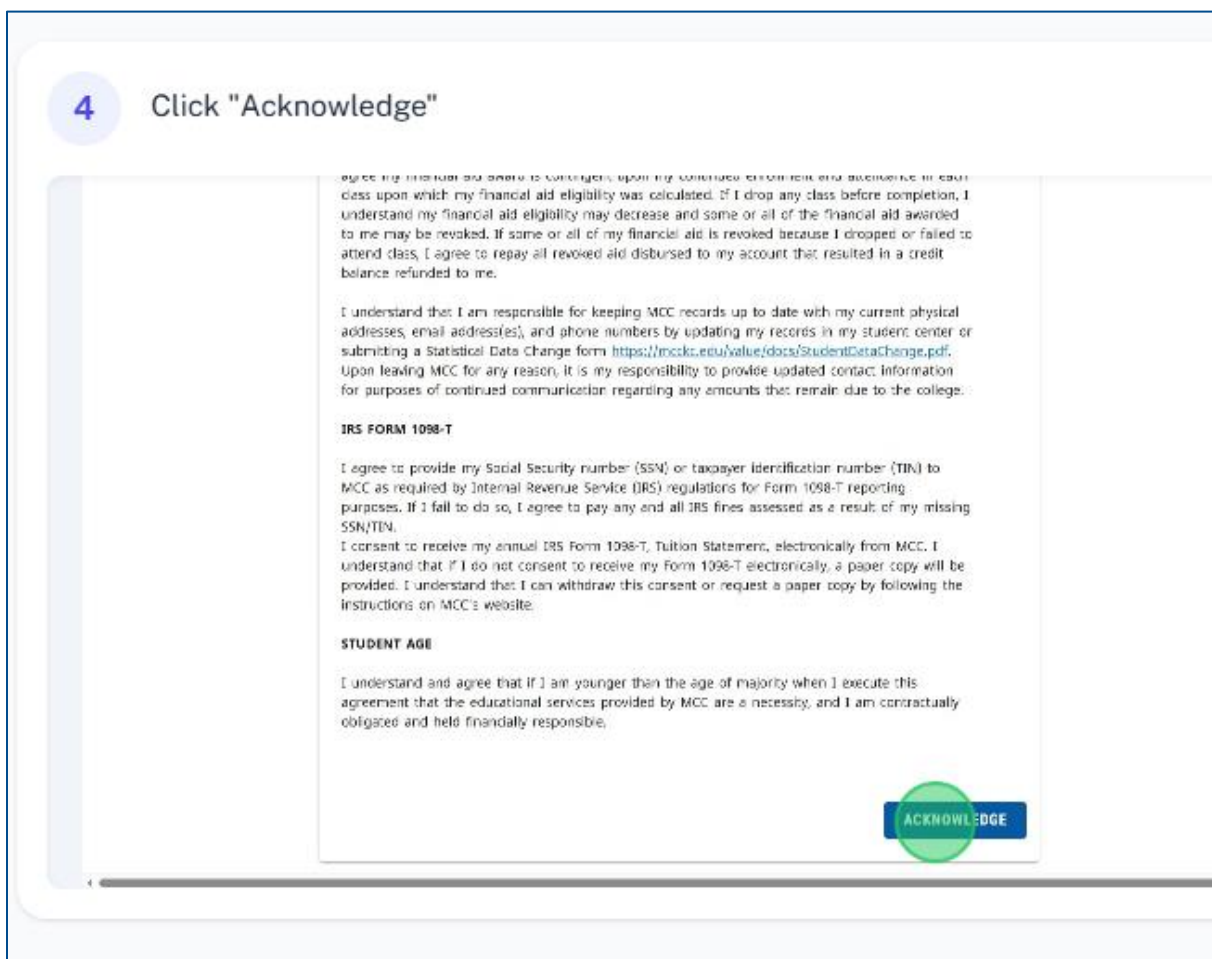
I understand when registering for any class or receiving any service from Metropolitan Community College, I accept full responsibility to pay all tuition, fees, and other associated costs assessed as a result of my registration and/or receipt of services.

I understand and agree my registration and acceptance of these terms constitutes a contractual agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. 3523(a)(8)) in which MCC is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs in full by the published or assigned due date each semester.

I understand if any payment made to my student account is returned to MCC for any reason, I will repay the original amount of the payment plus a returned payment fee.

**WITHDRAWAL**

## 4 Click "Acknowledge"



The screenshot shows the same Financial Responsibility Statement as in the previous step. The text is identical, but a green circle highlights the "ACKNOWLEDGE" button at the bottom right of the statement area. The button is a blue rectangle with the word "ACKNOWLEDGE" in white capital letters.

# How to Complete the Financial Responsibility Statement

5 The task is completed and the registration hold is ended.

