

Community Colleges of Spokane

Sample email about tuition deadlines to students, Sept. 10, 2019

IMPORTANT INFORMATION ABOUT TUITION DEADLINE

Fall tuition is due today, but our districtwide software conversion is taking longer than expected and is making it difficult for students to access their financial aid awards and account balances. We are so sorry for the inconvenience you have experienced. **Please note that no student will be automatically dropped due to non-payment during this transitional time.** Student success is our priority. A new payment deadline will be announced only after CCS has insured stability and accuracy of student records.

ARE YOU LINKED UP WITH CTCLINK?

Last week we sent you a message about our new online student portal, ctclink. If you haven't logged in yet, you will need to activate your account.

Go to [Activate Your Account](#) and input your previous Student ID Number (SID), first name, last name and birthdate.

From there, you will receive a new ID number and be asked to set a new password. This will get you into ctclink and your personalized portal. **Please write down your number when it appears on the screen.** It will not be emailed to you after you activate your account.

[View our video that shows you how to activate your account and login](#)

You can access the new portal at <http://ctclink.spokane.edu>.

This system will give you easy access to information from anywhere at any time when you have an internet connection. For more training and quick-use guides, [see this ctclink training site](#).

Need help? Call 533-HELP (4357) for our helpline.

Spokane Community College
(509) 533-7000
(800) 248-5644

Or

Spokane Falls Community College
(509) 533-3500
(888) 509-7944