

Register and Pay Your Bill Online!

How to register online:

- Go to the **BC WebCentral Portal** (<http://portal.brooklyn.edu>).
- Login to BC WebCentral by clicking **LOGIN NOW**.
If you do not have a WebCentral account, click **Create an Account** under the **New Users** heading and follow the procedure to create a username and password.
- On the **Home** tab, locate the **Registration Information** channel in the top right column and click **Register for Courses**. This will connect you to the WebSIMS system.
- Once on WebSIMS, click **Register/Change Program**.
- Choose a semester then click **Submit**.
- Enter the 4 digit course code, ex: 5678
- Click **Add Class**.
- After course(s) are added, click **Submit Request**.
- Click **Complete Registration**.
- Follow the prompts to check your payment balance or to pay your bill online.

How to pay your bill online :

- Go to the **BC WebCentral Portal** (<http://portal.brooklyn.edu>).
- Login to WebCentral by clicking **LOGIN NOW**.
If you do not have a WebCentral account, click **Create an Account** under the **New Users** heading and follow the procedure to create a username and password.
- Click '**Pay Tuition and Fees**' under the **Shortcuts** heading.
- Choose a semester and click **Continue**.
- You can pay by e-check or with a MasterCard, American Express or Discover card.
Please note: VISA card is not accepted. There is a 2.65% convenience fee associated with the use of all credit or debit cards. Only full payment is accepted online.
- Follow the instructions for your selected payment method.
- Enter your e-mail address to receive confirmation of your payment.

