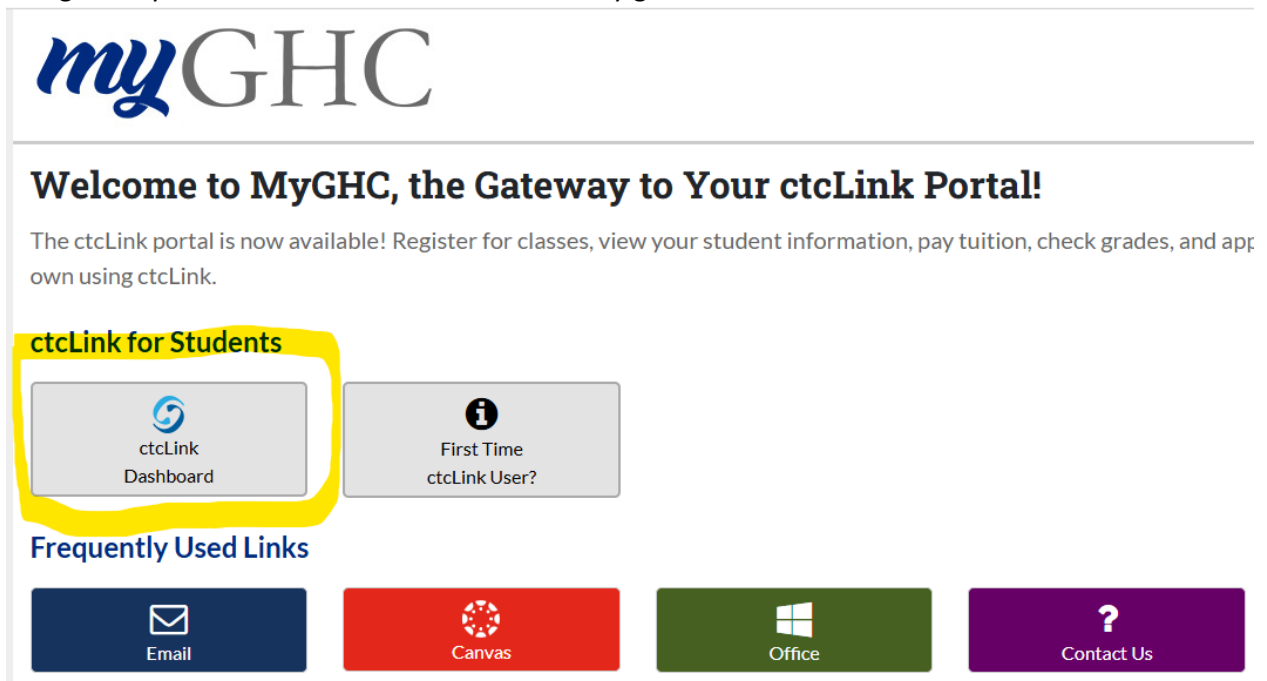
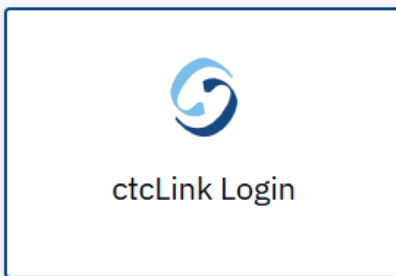


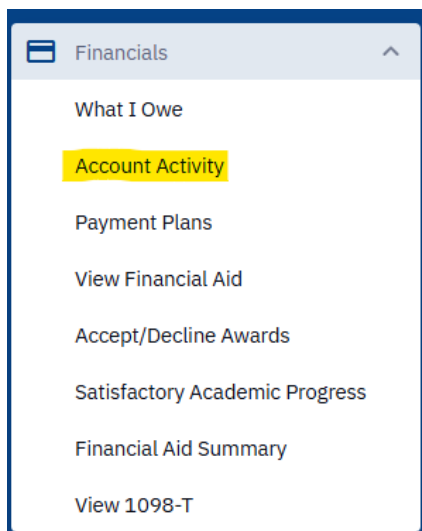
- Navigate to your Student ctcLink account via the my.ghc.edu website:



- Login to your ctcLink account:



- Navigate to the **Account Activity** tab through the **Financials** menu:



- Select the appropriate term or date range for your debt statement:

Account Activity

Term Start Date End Date

- Once selected, select **Print** to save the statement:



- Once the dialog box opens, select **Save to PDF** under the **Printer** drop-down menu. Save the PDF in a convenient location:

Print (?)

Total: 1 sheet of paper

Printer

2000 bldg 2331 BW - Cashier ...

Save as PDF

OneNote (Desktop)
Ready

Microsoft Print to PDF
Ready

Adobe PDF
Ready

2000 bldg 2411 Color Copier on abe

- Upload this saved PDF file to your GHC Foundation Student Support application.