How to register and pay for classes online

Login to myRCC and click on VCCS SIS: Student Information System.

Register for Classes

1. Click the Student Center link.
2. Click the Enroll link.
3. Select the Term you wish to enroll and click the Continue button.
4. Enter the 5-digit Class Nbr (ex. 34011) and click the Enter button. To search for a class number click the Class Search radio button and then click the search button and enter the required information.
5. Click the NEXT button.
6. After entering all class numbers, click the Proceed to Step 2 of 3 button.
7. Confirm your class(es) and click the Finish Enrolling button.
8. If your registration is unsuccessful, you will see an “X” in the status column on the View Results page.
9. To view and print your class schedule click the My Class Schedule button.
Pay Tuition and Fees

Login to myRCC and click on VCCS SIS: Student Information System.

1. Click Student Center.
2. In the Finances section click the Go to QuickPAY link.
3. Click the Make a Payment link on the menu.
4. Enter the payment amount and click the Continue button.
5. In the Credit Card Information section:
   a. Enter the First Name and Last Name exactly as it appears on the credit card.
   b. Choose the Credit Card type — Only VISA and MasterCard are currently accepted.
   c. Enter the credit card number. Do not use dashes.
   d. Reenter the credit card number.
   e. Enter the CVV2 code from the back of the credit card.
   f. Select the expiration month and year.
6. In the Contact Information section:
   a. Enter your telephone number.
7. Click the Continue button
8. Verify the credit card information is correct. Click the edit address link to update.
9. Click the Confirm button to make payment.
10. View the Payment Receipt.
11. Print the payment receipt and retain as documentation. To print, click the Print link.

Click here for payment options and due dates. To return here click the “back” button on your browser.