

Ozarks Technical Community College

Steps for students with a Financial Guarantee from the Saudi Arabian Cultural Mission

1. Register for classes.
2. Register for the OTC Smartcard, this is your mandatory OTC student ID card and how you will receive any refunds that are due to you. Activate your card when you receive it.
3. Turn in your financial guarantee to Student Services, this will be sent back to financial aid for processing. Once processed, you will be coded to receive 3rd party funding.
4. Make payment arrangements with OTC by your payment deadline to secure your classes. The financial guarantee does not make you eligible for Option A, the deferred payment plan. You must either pay your balance in full or sign up for monthly payments from your checking account or credit card on "MyPay" plan.
5. Monthly payments will be deducted as scheduled until billing processes are complete. Once, billing is complete and OTC has received payment from the Saudi Arabian Cultural Mission, then OTC will process you a refund of the amount due to you via your OTC Smartcard.

*Students with a financial guarantee can avoid having to pay out of pocket by having the Saudi Arabian Cultural Mission send full payment to OTC by the appropriate payment deadline. If needed, students may print a financial statement off of their MyOTC to release to the Saudi Arabian Cultural Mission.