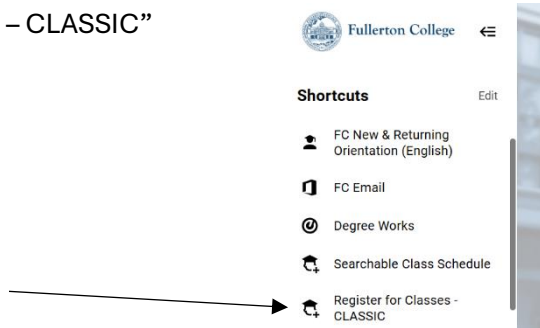
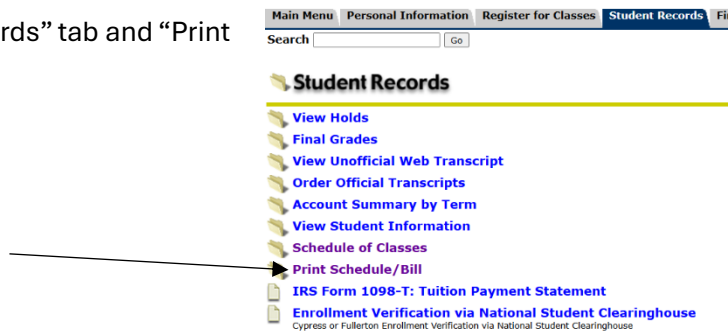


How to retrieve a PDF version of your schedule/bill

1. Log into [myGateway](#)
2. Click on “Register for Classes – CLASSIC”



3. Click on the “Student Records” tab and “Print Schedule/Bill”



4. Select the term and click “Submit a Term”

Create & Print Schedule/Bill

Term Select

Select a term from the list displayed and click the 'Submit a Term' button.

*** It will take a few moments to process your request. ***

When processing has completed, a new screen will display.

Schedule/Bill Term to process: 202420 - Winter/Spring 2025 ▾

Submit a Term

5. Click on “View Schedule/Bill”. To print the schedule in PDF form, Right-click on the body of the schedule, select “Print” from the menu, and select “Save as PDF” in the destination.

Create & Print Schedule/Bill

Print Statement

** Click on 'View Schedule/Bill' to display your schedule.

[View Schedule/Bill](#)

** To print schedule, RIGHT CLICK in the body of the schedule and select 'Print' from the menu.

Statement Summary

Account Balance: \$169.00

Amount Due:

Due Date: