

# Orange Coast College Bursar's Office Credit Card Authorization

## OPTIONS FOR PAYING OBLIGATIONS

You May Pay In Person By

- H Cash
- I Credit (Master-Visa-Discover)
- J Debit Card
- K Money Order

You May Send Payment By Mail:

- H Money Order
- I Personal Check
- J Credit Card (Master-Visa-Discover) USE THIS FORM

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### Credit Card and Electronic Check Payment Authorization

Student ID# \_\_\_\_\_ Telephone# \_\_\_\_\_

1. \_\_\_\_\_ Authorize Orange Coast College to charge  
Please Print

My credit card \$ \_\_\_\_\_ for obligations for \_\_\_\_\_

Students Name – Please Print

Credit Card Billing Address \_\_\_\_\_  
\_\_\_\_\_

Credit Card# \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV Card Code \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Each remittance of payment by check is considered authorization to convert that particular check into an electronic transaction. If your check is unable to be converted electronically, it will be processed as a draft against your account. Checks processed as a draft against your account may delay clearance of the obligation for 3 -4 weeks. Required information for check payments: Name & address imprinted on check, driver's license number and state, and telephone number.

OCC Back Office Use:

Do not store copies of full card number or CVV for any period of time. After processing payment, immediately black out the entire CVV number and the credit card number, leaving the last 4 digits visible.

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#### MAIL PAYMENT TO:

ORANGE COAST COLLEGE  
BURSARS OFFICE  
2701 FAIRVIEW ROAD  
COSTA MESA, CA 92626

CHECK IF RECEIPT IS REQUIRED – WILL BE MAILED TO ABOVE ADDRESS