



# GACTC ADULT EDUCATION STUDENT PORTAL

To log in to Student Portal, type this link into your address bar:



<https://alt-web.scansoftware.com/cafeweb/tl/login> or visit this webpage <https://www.gactc.edu/adult-education/student-resources/>



Login

Enter your username.

Enter your password.

Click Login.

Forgot your password? [Click here.](#)

If you forgot your password [click here.](#)

Forgot your password? Fill in your username below to have your password sent to your registered email address.

Username:

Enter your username

Email Password

Click on email password

After logging into your account a privacy policy will appear. Please read this policy, click continue when finished.



It is the policy of the Greater Altoona Career & Technology Center (GACTC), in accordance with the Family Education Rights and Privacy Act (FERPA), to withhold personally identifiable information contained in our students' educational records unless the student has consented to disclosure via this form. Private information includes, but is not limited to, grades and academic standing, class schedules, financial aid awards, and student tuition account information. This information may not be released without express consent from the student.

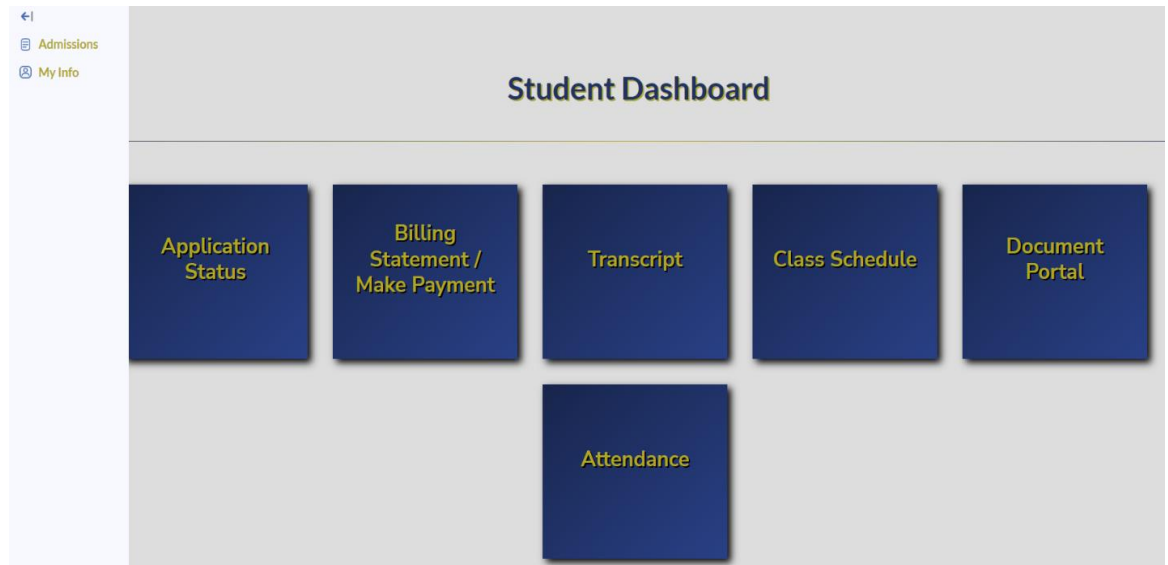
CONTINUE

Read and click continue.

FOR ASSISTANCE WITH THE STUDENT PORTAL, PLEASE CONTACT THE ADULT EDUCATION OR PRACTICAL NURSING OFFICES.

The Student Dashboard will allow you to access the following menus:

- Application Status
- Billing Statement/Make Payment
- Transcript
- Class Schedule
- Document Portal
- Attendance



Billing Statement/Make a payment section will allow you to look at your tuition charges, make a payment, and review what is already paid. Look at the screenshot from Student Portal.

←

Billing Statement

Thomas Teststudent 660088111

Make Payment/See Charges

printable version

Current First Major

Current Second Major

Current Minor

Billing Address

Phone Number

Medical Office Specialist

211 West Shore Road

Athens, GA 80899

(202) 555-1515

Primary Advisor

Secondary Advisor

Comment

Campus Cafe Support

Balance is payable on receipt

Select By

Forward Date

End Date

Sort By

Submit

Date

01/01/2016

01/01/2999

Date

Copy

Excel

PDF

Print

Column Visibility

Original Sort Order

Search...

Date	Term	Description	Debits	Credits	Sub-total	Balance	Reference
01/01/2016		BALANCE FORWARD	0	0		0	
		CHARGES LESS CREDITS			0		
		TOTAL VERIFIED			0		
		TOTAL DUE LESS VERIFIED			0		

A minus sign(-) indicates a credit due

To make a payment or to see charges, click here.



Make Payment/See Charges

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Type in the amount you would like to pay and click pay.

## Make A Payment

Thomas Teststudent 660088111

New Charges:	\$0.00	<a href="#">View Details</a>
New Payments:	\$0.00	<a href="#">View Details</a>
Balance (before aid)	\$0.00	

### Financial Aid

TOTAL PENDING	\$0.00
TOTAL VERIFIED	\$0.00
Balance Due	0

Pay

Select if you would like to pay by Credit Card or eCheck.

Web Payment Amount: \$100.00

Select a payment method

Credit Card

eCheck

Fill out the billing info:

First Name:

Last Name:

If you are using your credit card

Credit Card Number:

Expiration Date:

Credit Card Security Code:

Once you are finished filling out this information, click Submit Payment.

Billing info

First Name:

Thomas

Last Name:

Teststudent

Credit Card Number:

Expiration Date:

MM

YY

Credit Card Security Code:

Submit Payment

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## Transcript

# Display Transcript **Thomas Teststudent** 660088111

Submit

Basic Options

Tracking Options

Click submit to view your transcript

☐ Filter Enrollment:

## Class Schedule

### Student Schedule **Thomas Teststudent** 660088111

Include Waitlist ☐ Include Withdrawn ☐

< > today February 2023 month week day list week list month list year

Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4
6	7	8	9	10	11
20	21	22	23	24	25
27	28	1	2	3	4

Your program may use another system for class scheduling.

## Document Portal

### Document Portal **Thomas Teststudent** 660088111

Filter by Semester: -- choose one -- Member: -- choose one -- Type: -- choose one -- Category: -- choose one --

Copy Excel PDF Print Column Visibility

Search...

Attachment	Semester	Member	Type	Category	Name	Description	Date Added	Date Received	Date Completed	Comments
	202200 - Academic Year 2021-2022	STUDOCs	DOCUMENT	D	ACCEPTANCE LETTER	Acceptance Letter	06/06/2022			
	202200 - Academic Year 2021-2022	STUDOCs	DOCUMENT	D	ACCEPTANCE LETTER	Acceptance Letter	06/06/2022			
Dependent_Verification_Worksheet_21-22.pdf	202300 - Academic Year 2022-2023	F	DOCUMENT	M	1098-T	1098-T	02/20/2023		02/20/2023	
Dependent_Verification_Worksheet_21-22.pdf	202300 - Academic Year 2022-2023	F	EMAIL	E	FA COMMENT	FA COMMENT	08/02/2022			

Showing 1 to 4 of 4 entries 1 row selected

## Attendance

The attendance menu will allow you to view your attendance.

← Clock Hour Report **Thomas Teststudent** 660088111

Start Date: 9/20/2021 End Date: 2/28/2023 Apply

Filter: ☒ Attended ☐ Absent ☒ Exceptions ☐ No Record ☒ Attendance Taken but not time or absents

Copy Excel PDF Print Column Visibility Showing 1 to 158 of 158 entries Search...

Name	Days Absent	% Days Attended	Semester	Date	Day	Day #	Attendance Notes	Time In	Time Out	Time Attended (Hours)	Time Attended (Minutes)	Scheduled In	Scheduled Out	Scheduled Course Time (Hours)	Scheduled Course Time (Minutes)	T A C
Expand Thomas Teststudent	0	0.00%				156				1.00 hours	60.0			156.00 hours	9360.0	1 h

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