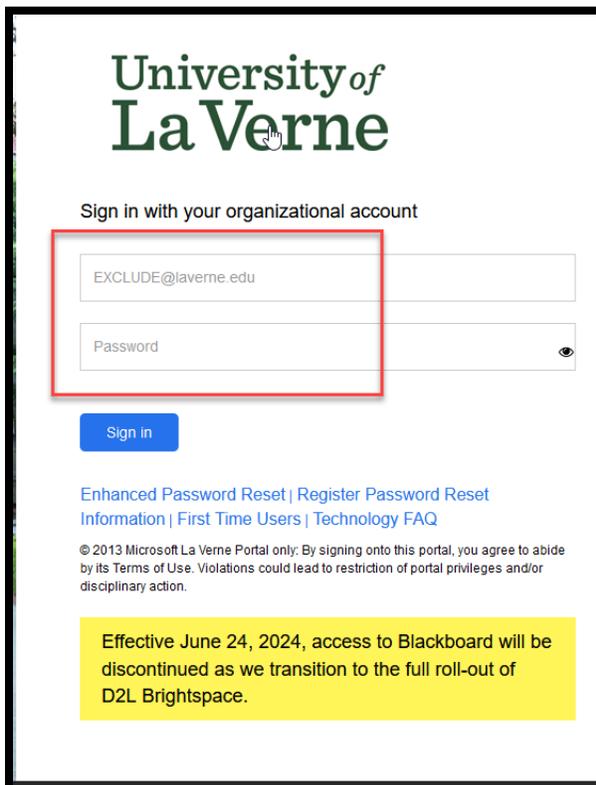


PDC – How to Pay your Appeal Fee through the My Student Accounts Center

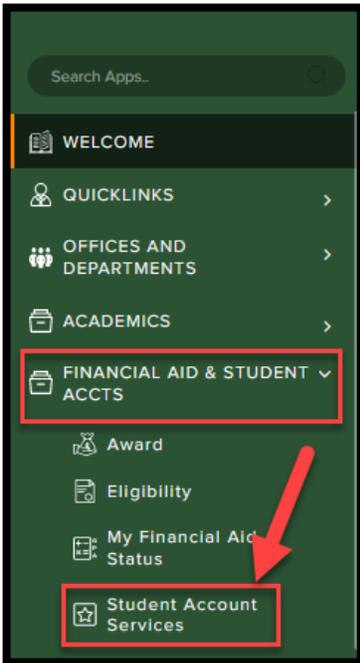
1. Start at the main University of La Verne website: <https://laverne.edu/>
2. Click on “MyLaVerne” at the top of the page:



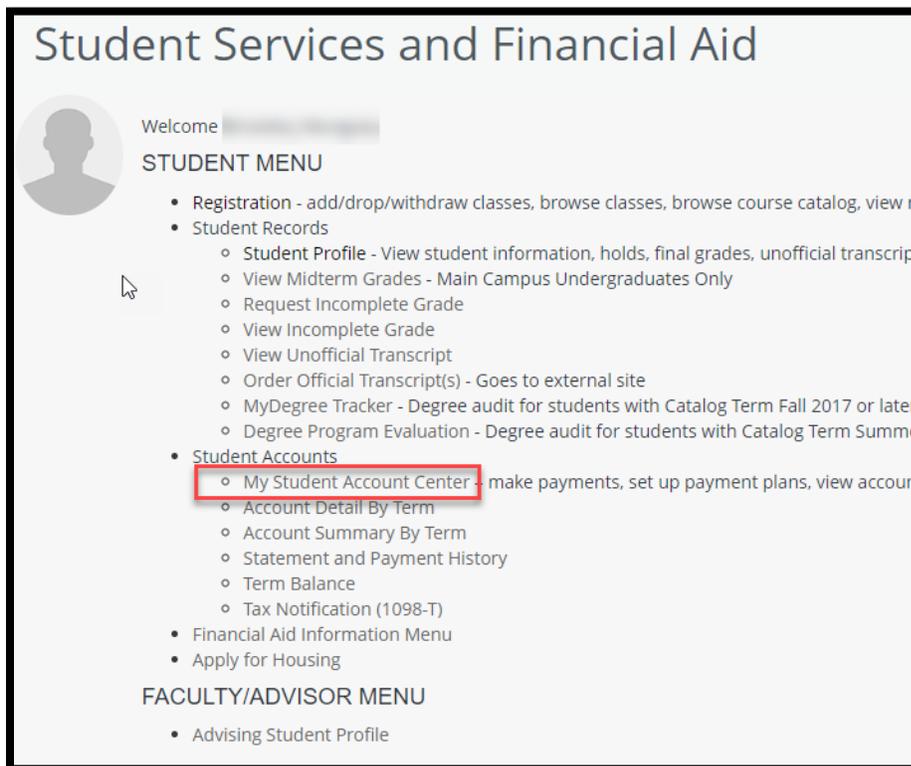
3. Log in using the beginning portion of your email and your password.



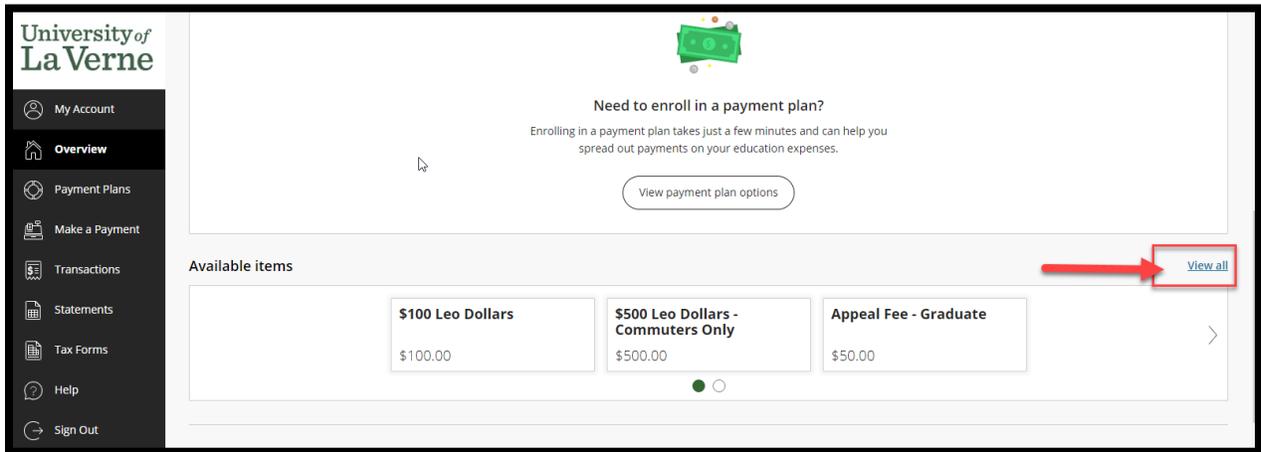
4. Next, you'll want to click on Student Account Services under the financial aid and Student Accounts Section in the quick links launchpad.



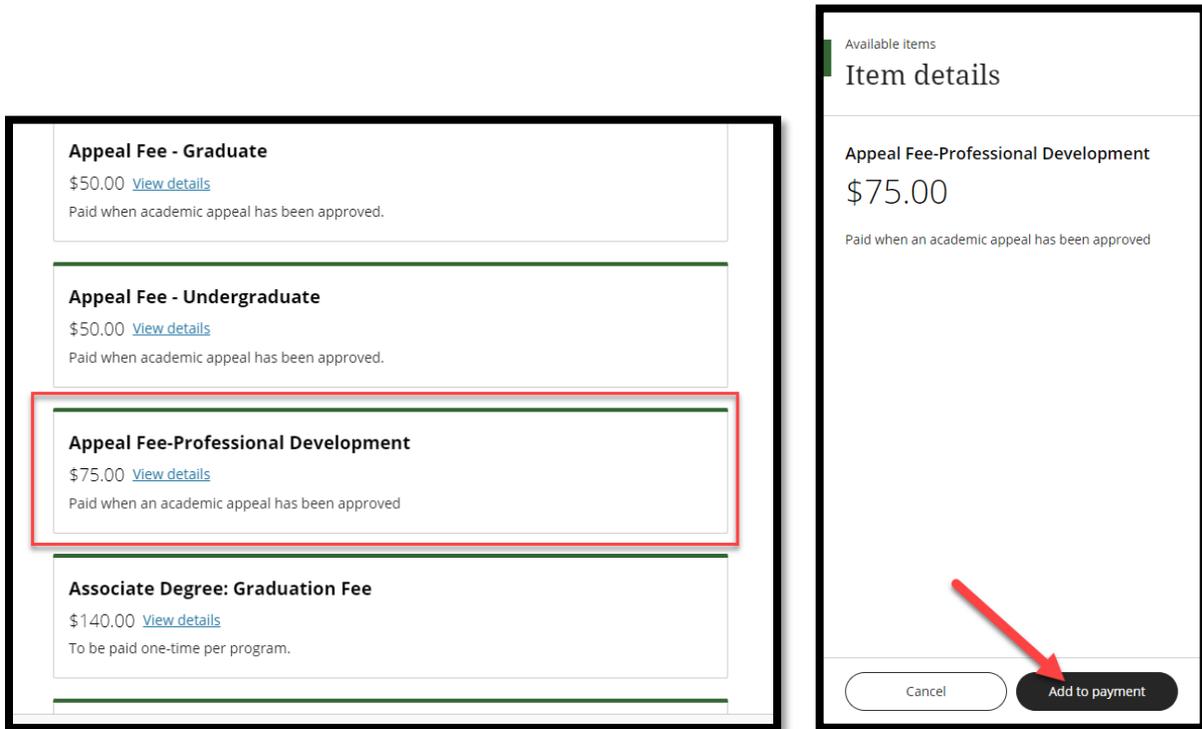
5. You'll then want to click on "My Student Account Center"



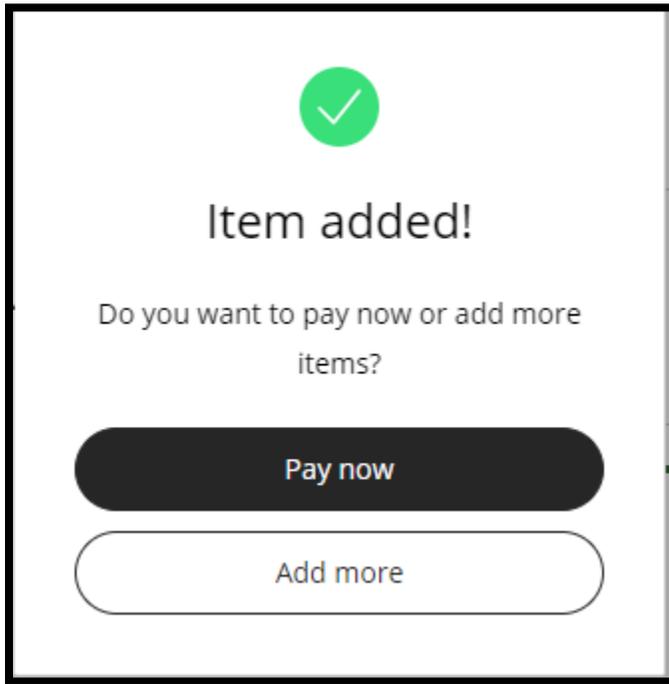
6. Scroll down to “available items” and click on “view all”



7. Scroll down and click on “Appeal Fee-Professional Development” and click on “add payment”



8. Click on “Pay Now” and scroll all the way to the bottom and click on “Checkout”



Once payment is finalized, please email rshutts@laverne.edu and copy stuacct@laverne.edu so that your appeal can be processed.