

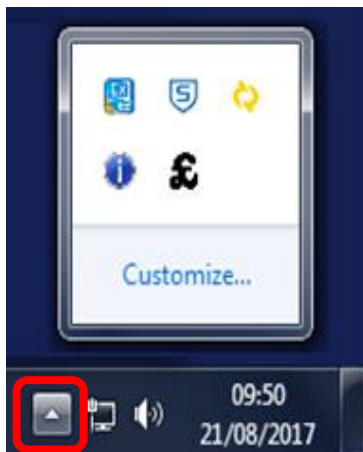
THE STUDENT GUIDE

HOW TO TOP UP YOUR PRINT CREDIT AND CHECK HOW MUCH YOU HAVE LEFT

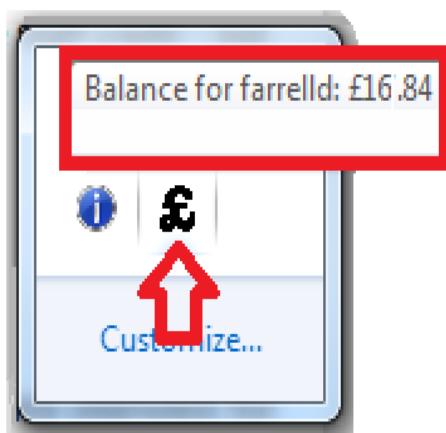
As part of your enrolment at the College, your account has been credited with £1 printer credit that can be used to print at both the LRC.

HOW DO I FIND OUT HOW MUCH CREDIT I HAVE REMAINING?

You will need to be logged in to a workstation to check your credit and follow the steps below.



Click the hidden icons button at the bottom right hand side of the desktop



Hover the mouse over the Pound sign (£). The balance will appear above

HOW DO I TOP-UP MY PRINTER CREDIT?

In order to top-up your printer credit, you will need to go to www.thecollege.co.uk and select Student Support, Student Support and follow the link to top-up your print credit.

Print Credit

Student Print Credit

Amount (£) - 1 +

[Add to Basket](#)

Description

Top up your print credit here

[Read More](#)

Add the amount of credit you wish to purchase. The minimum purchase is £5.00 but you can buy more than this amount.

Add to Basket

Questionnaire

Please enter your first name*

Please enter your surname*

Please enter your Student ID Number. This can be found on any correspondence from The Bournemouth and Poole College*

[Next](#)

Enter your first name

Enter your surname

Enter your student ID number

Select Next

[Continue Shopping](#)
[Proceed to Checkout](#)

Item	Quantity	Unit Price	Total Cost
Product Catalogue			
<div> <p>Student Print Credit</p> <p>Product code:print</p> <p>View/Edit questionnaire(s)</p> </div>	<input type="text" value="1"/>	£5.00	£5.00
			Delivery
			£0.00
Total Before VAT			£5.00
VAT			£0.00
Total			£5.00

[Continue Shopping](#)
[Proceed to Checkout](#)

Please take some time to check your order before proceeding to the checkout

Login / Register

New Customer

Creating an account only takes a few moments and allows you to store your details for future visits.

▶ If this is your first visit [click here](#)

If this is the first time you have used this site then you will need to create an account.

Login

Email Address

Password

▶ [Forgotten password](#)

If you have already created an account then enter the email address and password previously used and select Login

Forgotten Your Password?

We will send password reset instructions to the email address associated with your account. Please type your email address below.

Email Address

If you cannot remember your password then enter the email address you used previously and select send

Once you have logged in you will be able to enter your payment details.

Once completed you will receive an email confirming your purchase and your account will be credited within 24 hours.