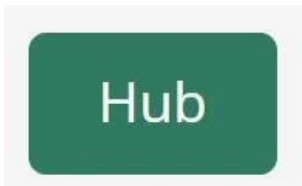


How do I use the CBTS Hub?

CBTS Hub is our student payment portal. You can use it to pay semester fees, enroll in courses, and handle other school-related charges. This guide walks you through the steps to successfully navigate and use the system.

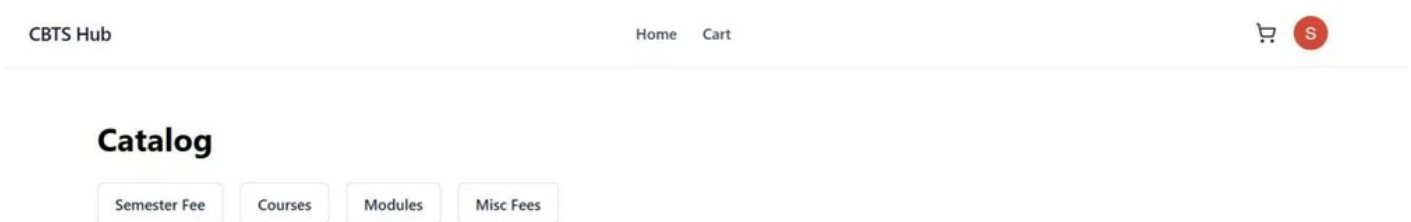
Step 1: Access CBTS Hub

Log into Pathway. Click on your name in the top-right corner to view your profile. Click on the Hub button on the bottom-right corner.



Step 2: Choose a Category

You'll see different categories for various types of purchases such as semester fees, courses, etc. Click a category to view available items.



Step 3: Add Items to Your Cart

After browsing the category (e.g., Courses), click 'Add to Cart' for any item you wish to purchase. You can filter courses by category for easier navigation.

Catalog

Semester Fee

Courses

Modules

Misc Fees

All Courses

English

Other

Exegetical theology

History

Practical theology

Systematic theology

Search...

BI11 Old Testament Introduction (2019)

~~\$300.00~~ \$0.00

Add to Cart

BI13 New Testament Introduction (2024)

~~\$300.00~~ \$0.00

Add to Cart

BI14 Biblical Hermeneutics 2020

~~\$300.00~~ \$0.00

Add to Cart

BI41 Textual Criticism (2024)

~~\$200.00~~ \$0.00

Add to Cart

BT11 Biblical Theology I

~~\$300.00~~ \$0.00

Add to Cart

BT12 Biblical Theology II

~~\$300.00~~ \$0.00

Add to Cart

Step 4: Review Your Cart

Click on the 'Cart' link at the top of the page or the cart icon.
You can remove individual items or clear the entire cart.

Your Cart

Clear Cart

Degree Change Request	\$25.00
Remove	

Inactive Status Request	\$25.00
Remove	

Total: \$50.00

Proceed to Checkout

Step 5: Proceed to Checkout

Click 'Proceed to Checkout.' Choose to pay in full or in installments, enter your card information, and complete the transaction.

Checkout

Payment Option

- ☒ Pay in full
- ☐ Pay in 5 monthly installments

Order Summary

Degree Change Request	\$25.00
Inactive Status Request	\$25.00
Total	\$50.00

Autofill [link](#)

Pay Now (\$50.00)

Back to Cart

Step 6: View Past Orders

To review your past orders, click on your profile icon and select 'Orders.'

CBTS Hub

Home Cart

Your Orders

No orders yet. Go shopping →

sullivan@cbtseminary.org

Profile

Orders

Logout

Frequently Asked Questions (FAQ)

Q: Can I pay in installments?

A: Yes, CBTS Hub allows you to choose between paying in full or in installments during checkout. Check out [this article](#) for details.

Q: What if I accidentally purchase the wrong item?

A: Before payment, you can remove items from your cart. After payment, please contact support@cbtseminary.org for assistance, or use the Support tab within Pathway.

Q: How do I know my payment was successful?

A: You'll receive a confirmation screen and can view all completed orders in your profile under

'Orders'.

Q: Who do I contact for technical help?

A: Please reach out to support@cbtseminary.org or click the "Contact Us" button at the top of this page.

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