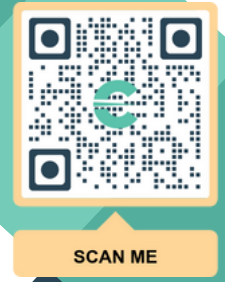
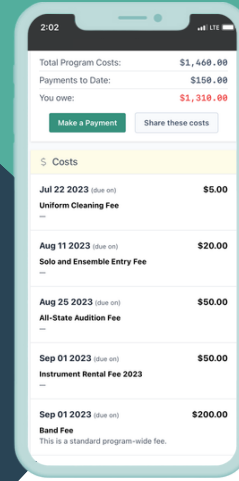
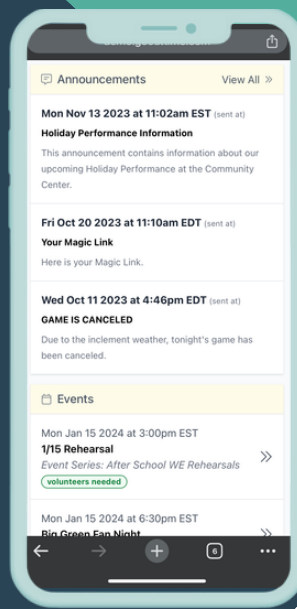




# HOW TO USE CUTTIME CHEAT SHEET FOR STUDENTS



Welcome to your gateway for all information relating to your fine arts program. Access your CutTime Student Portal page via Magic Link to easily view announcements, events, documents, and balance information. Make payments. No user ID/password needed.

## MAGIC LINK BOOKMARKING

Bookmark your Magic Link in your web browser or add a shortcut to your mobile device screen.

## SYNCRHONIZE EVENTS

Subscribe once to your events and get them synced to your Google or iCalendar.

## PAYING FEES

Make an online payment towards your program account balance through your student portal. You will instantly see the payment applied. Forget to pay? You'll receive a monthly automated reminder.

## SIGNING DOCUMENTS

Receive and respond to requests for eSignature for required documents, permission slips and more. You can view these documents from your student portal.

## VOLUNTEERING (COMING SOON)

Sign up for open volunteering jobs through events.

## HELPFUL ARTICLES

[Authenticating Your Magic Link](#)

[Bookmarking Your Magic Link](#)

[Resending Your Magic Link](#)

[Subscribing to a Student Calendar](#)

[Paying a Fee Online](#)

[Signing Documents](#)

## COMING SOON

[Completing Forms & Questionnaires](#)

[Signing Up to Volunteer](#)

[CLICK HERE TO READ OUR BLOG](#)

Questions? Contact us at [support@gocuttime.com](mailto:support@gocuttime.com)