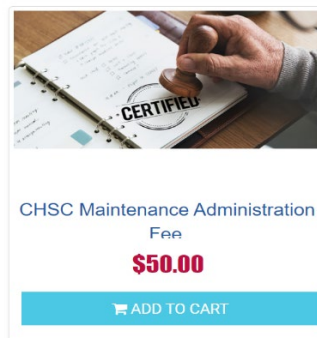


How to pay the CHSC maintenance administration fee

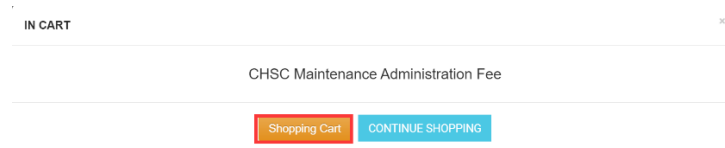
1. Log in to your portal. If you have any issues, please contact helpdesk@csse.org
2. Once logged in, hover over **Career Development** at the top bar, and select **Shop**.



3. Scroll down to find the **CHSC Maintenance Administration Fee** product. Click **Add to Cart**.



4. On the pop-up window, click **Shopping Cart**.



5. On the next page, click **Proceed to Check** out to complete the payment.

