

Change Request Form CR-001/ONE-80999 NelNet Checkout Payment Processor	
Client Information	
City Colleges of Chicago	Date: September 5, 2022
Primary Contact: James Margarites	Email: jmargarites@ccc.edu
Approval Authority: Sarah Lichtenstein	Email: slichtenstein1@ccc.edu
Modern Campus Information	
Primary Contact: Sydney Ly	Phone: (416) 480-0500
Approval Authority: Peter DeVries	Phone: (416) 480-0500 EXT 210
Pricing	
Change Request Pricing	Total Estimated Hours: 140 - 190 hours Total Estimated Cost: \$27,860 to \$37,810 Hourly Rate: USD \$199/hr <i>Estimates are valid for 10 calendar days. If not approved or responded to within 10 calendar days, this Change Request will be considered declined.</i>
Change Request Type	<input type="checkbox"/> Time & Materials Discovery <input type="checkbox"/> Time & Materials Development & Delivery <input checked="" type="checkbox"/> Time & Materials Discovery, Development & Delivery
Hours from existing Time & Materials Change Request to be used for this new Change Request?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
New Purchase Order / Amendment Required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, PO/Amendment # _____
Terms & Conditions	Invoices will be issued monthly based on reported effort.

CANADA

USA

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Delivery	
Delivery Options	<p>Upon approval of this form, the following delivery schedule options are available:</p> <p><input checked="" type="checkbox"/> Option 1: Expedited delivery for two months from when this form is approved. The flat fee accelerated surcharge of USD \$1,500 has been waived.</p> <p><input type="checkbox"/> Option 2: Feature enhancement delivery with our next available Destiny One Feature Pack release, Professor X, currently scheduled for November 2022.</p> <p><i>Confirmation of the delivery schedule will be provided upon approval of this change request form and is dependent on sign-off date of the specifications document.</i></p>
Product or Services Information	
Product, Module or Services Type	Destiny Connect Payment Processor
Change Request Description	
<p>Problem Statement</p> <p>City Colleges of Chicago (CCC) has made a business decision to migrate student enrollment payment processing to a single source. Nelnet has been selected as the vendor of choice. In an effort to support the Continuing Education population in the future state Destiny One environment, Modern Campus will be required to create a connector with the new NelNet Checkout product.</p> <p>Enhancement Objective</p> <p>Destiny Connect will be extended to support the new NelNet Checkout product for credit card payment and refund processing on the Destiny One Staff and Public Views.</p> <p>Benefit</p> <p>City Colleges of Chicago Continuing Education department will be utilizing the latest NelNet product for all their credit card payment transactions. Refunds and voids will be automated, reducing burden on staff users to manually process these transactions. In the event of a refund or void, the payment will be returned to the original payment method.</p>	

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NelNet Checkout Payment Processor

High-Level Requirements

- CCC requires the ability to process credit card payments and refunds within Destiny One using NelNet Checkout Payment Processor
- The NelNet Checkout Payment Processor will be an API implementation
- In scope capabilities need to be available for CCC to complete UAT prior to go live

Scope

- Modern Campus has reviewed the technical documentation provided by Nelnet and estimated the effort at between 140 – 190 professional service hours.
- Students will have the ability to use their credit cards via NelNet Checkout to self-register for courses on Destiny One. In the event a refund or void is requested, the process will be automated.
- Corporate groups will have the ability to make credit card payments via NelNet Checkout. In the event a refund or void is requested, the process will be automated.
- CCC Staff will have the ability to accept credit card payments via NelNet Checkout to register students for courses on Destiny One. In the event a refund or void is requested, the process will be automated.

Assumptions

- Technical and Functional resources across all impacted organizations will be available as needed
- NelNet will develop the required functionality in the requested timeframes
- Peoplesoft impacts will be addressed as part of the Destiny One/Peoplesoft Connector implementation effort

Out of Scope

- Automated recurring payments are out of scope
- E-Checks/ACH support is out of scope
- Multi-merchant support is out of scope. It is assumed CCC will use one merchant account for all transactions in Destiny One.

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Change Request Decision	
<input type="checkbox"/> Approved <input type="checkbox"/> Cancelled	
Client Approval	Modern Campus Approval
Date:	Date:
Name:	Name: Peter DeVries
Signature:	Signature: