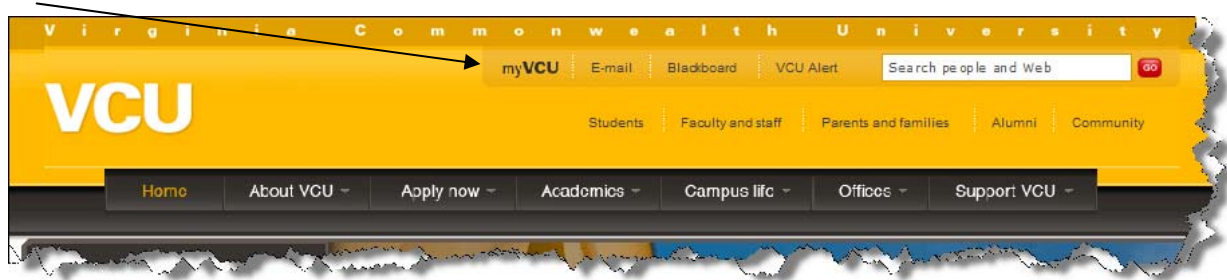
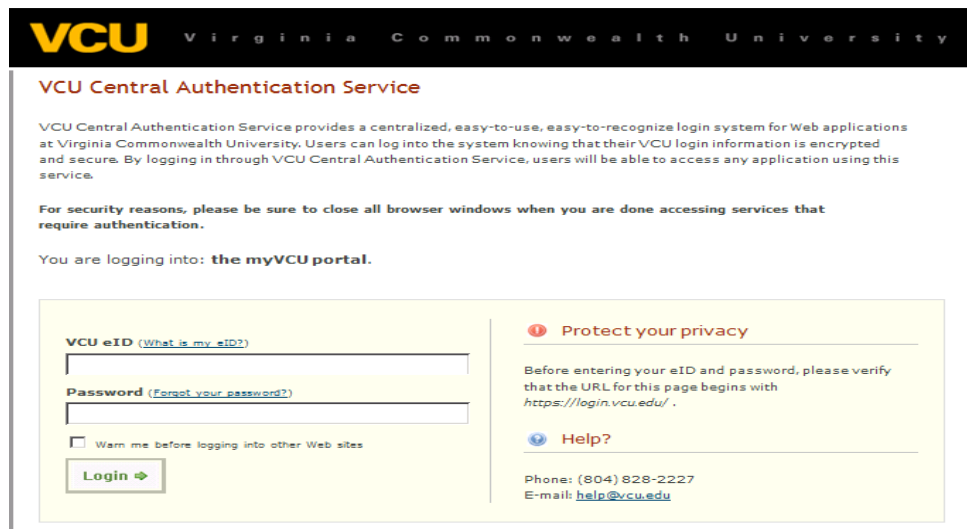


Online Admission/Tuition Deposit instructions for accepted students

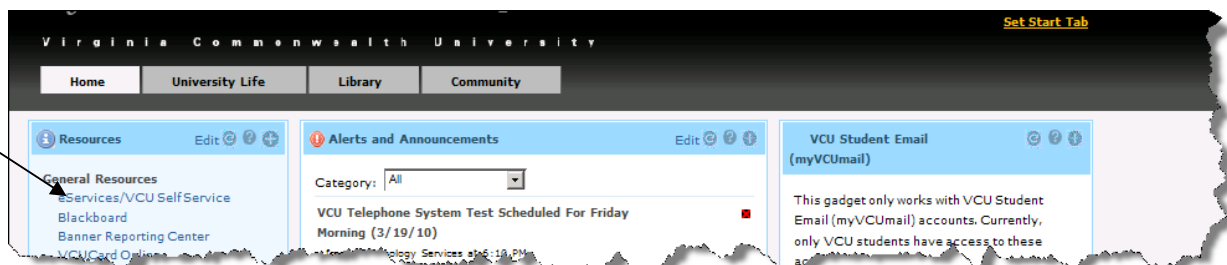
Step 1: Access the “myVCU” portal by clicking on the tab located in the top gold bar on the VCU home page at www.vcu.edu.



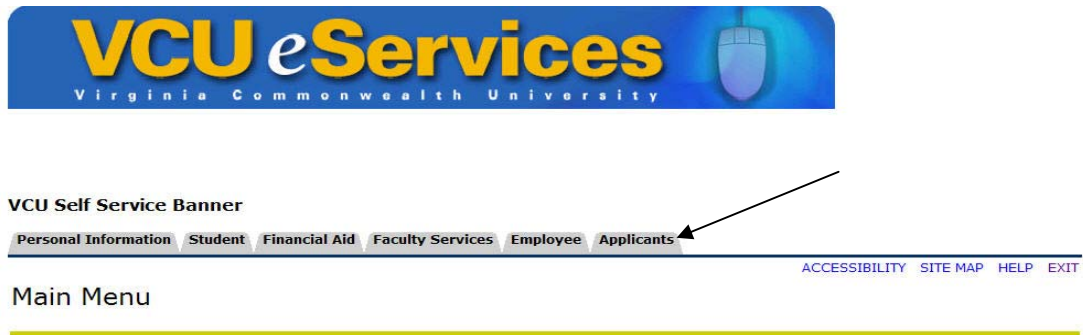
Step 2: Enter your VCU eID and password as instructed. For information about how to find your VCU eID, visit the VCU Technology Services Web site at www.ts.vcu.edu/kb/eID.html.



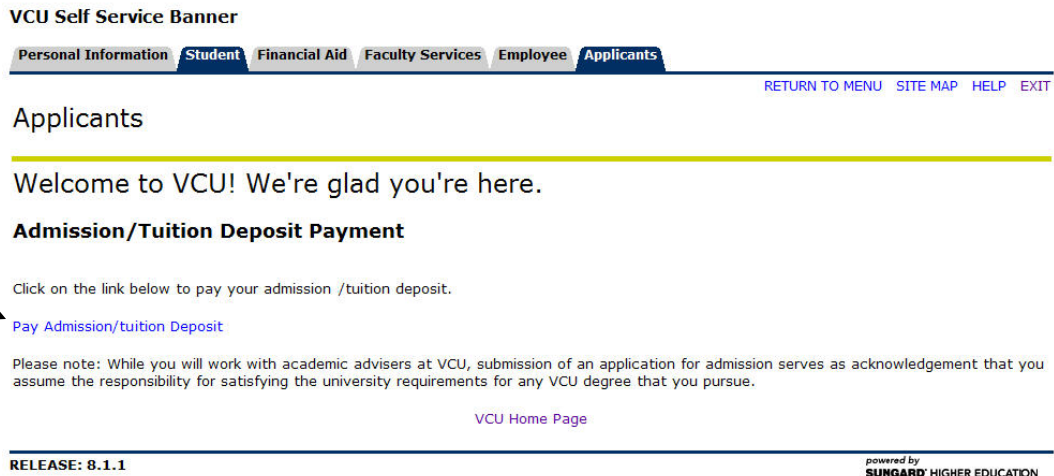
Step 3: On your myVCU page, in the Resources section under General Resources, located on the left hand side of the page, choose the eServices/VCU Self Service link.



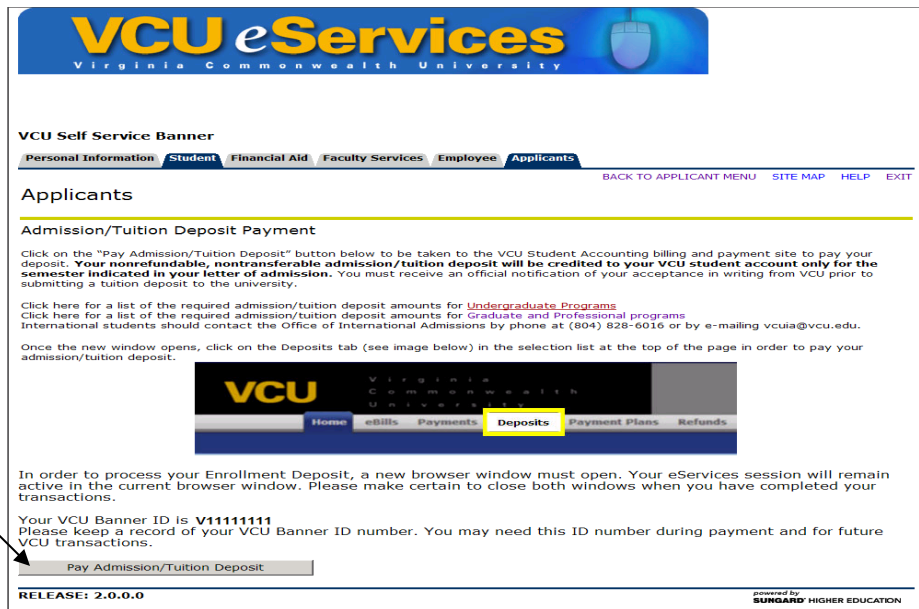
Step 4: Choose the Applicants tab on your eServices/VCU Self Service page.



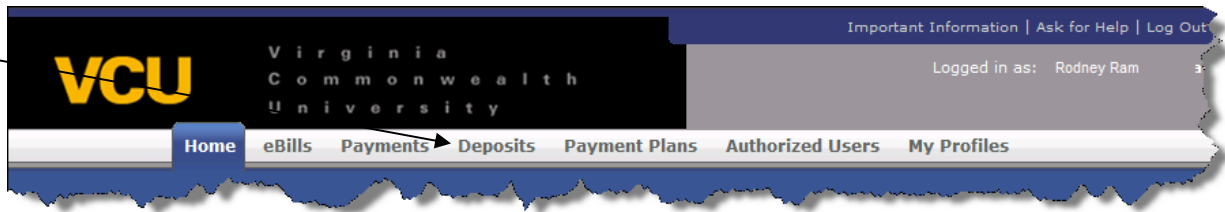
Step 5: Read the information on this page and then click on the Pay Admission/Tuition Deposit link.



Step 6: Read the information on this page and then click on Pay Admission/Tuition Deposit link at the bottom of the page. You will be taken to the VCU Student Accounting page where you will be able to select to pay your deposit.



Step 7: Choose the Deposits tab in the bar at the top of the page.



Step 8: Choose the term for which you wish to make your Admission/Tuition deposit. For fall 2010 admission, please choose fall 2010 and click the Select button.

Make Deposit Payment for Term

Select Term below for making a payment

Fall 2009

-- Select a Term --

Fall 2010

Summer 2010

Spring 2010

Fall 2009

Step 9: Verify that you have entered the correct Deposit Term and then Select Deposit Payment

Make Deposit Payment for Term

Select Term below for making a payment

Fall 2010

Make a Deposit Payment

Select a deposit account for making a payment from the drop-down menu below.

-- Select Deposit Payment --

-- Select Deposit Payment --

Fall Admission/Tuition Deposit

Step 10: Enter appropriate deposit amount (\$300 for School of the Arts, \$100 for all other undergraduate programs on the Monroe Park Campus) in the payment amount box and click the Make Deposit Payment button.

Make Deposit Payment for Term

Select Term below for making a payment

Fall 2010

Make a Deposit Payment

Select a deposit account for making a payment from the drop-down menu below.

Fall Admission/Tuition Deposit

Fall Admission/Tuition Deposit: Fall Admission Dep-Web CC

Fall Admission/Tuition Deposit Details

Deposit Name:	Fall Admission/Tuition Deposit
Term:	Fall 2010
Maximum Payment Amount:	\$1,500.00
Payment Amount:	\$ <input type="text"/>

Step 11: Select your payment method and click Continue.

Make a Deposit Payment

Deposit Name:	Fall Admission/Tuition Deposit
Term:	Fall 2010
Maximum Payment Amount:	\$1,500.00
Payment Amount:	\$100.00

Step 1: Select a Payment Method **Step 2: Payment Confirmation**

-- Select Payment Method --

Step 12: Enter your credit card account information and click Continue.

Make a Deposit Payment	
Deposit Name:	Fall Admission/Tuition Deposit
Term:	Fall 2010
Payment Amount:	\$100.00

Step 1: Select a Payment Method	Step 2: Payment Confirmation
Payment Method:	Credit Card <input type="button" value="Go"/>

Account Information	
Card Number:	5454545454545454
Cardholder Name:	Rodney Ram
Expiration Date:	04 2011
Credit Card Type:	Visa
Card Verification Value	1111 What is this?
Option to Save	
<input type="checkbox"/>	Save this payment method for future use
Save Payment Method As:	<input type="text"/> (e.g. My CreditCard)

Step 13: Confirm all information is correct and click Submit Payment to pay your Admission/Tuition deposit.

Make a Deposit Payment	
Deposit Name:	Fall Admission/Tuition Deposit
Term:	Fall 2010
Payment Amount:	\$100.00

Step 1: Select a Payment Method	Step 2: Payment Confirmation
Please Confirm Payment	
Payment Method	Payment Options
Payment Method:	Credit Card Term: Fall 2010
Account Number:	xxxxxxxxxxxx5454 Payment Date: 03/18/2010
Expiration Date:	04/ 11 Payment Amount: \$100.00

Step 14: Print payment confirmation page and you're done! Check your VCU e-mail for a confirmation message from the VCU Student Accounting Office.

Thank you for your payment. We will send you a confirmation e-mail with payment details. For a record of all your payments, please see the Payment History.

Payment Confirmation	
Payment Date:	Thursday, March 18, 2010
Payment Time:	02:40:53 PM CDT
Name of Payee:	Virginia Commonwealth University
Name on Card:	Rodney Ram
Account Number:	xxxxxxxxxxxx5454
Amount Paid:	\$ 100.00
Description:	Deposit Payment
Student Name:	Rodney Ram
Confirmation Number:	20100318000005
Authorization Code:	144053
Merchant ID:	XXYYZZZ

Card not present for this transaction. Please print this page for your records.