How to pay for Extended Studies Travel Deposits

MAKING A PAYMENT IN MYNEVADA

1. To make a payment, navigate to MyNEVADA 2.0 and search ‘Make a Payment’.

2. Click on the 'Make a Payment' task. You will be prompted to log in.

3. Select **purchase items** tab: You will be directed to the Electronic Payments/Purchases tab. There are two options here: one is to **make a payment**, and the other is **purchase items**. Purchase items are the optional charges you can add to your bill, such as the travel program deposit.

### Make a Payment

#### Specify Payment Amount

Listed below are the charges you are allowed to pay online. Your other charges can be paid through the Cashiers office or mailed in separately.

<table>
<thead>
<tr>
<th>What I Owe</th>
<th>Outstanding Charges</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td></td>
<td>$111.75</td>
</tr>
</tbody>
</table>

Currency used is US Dollar.
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4. Select **Extended Studies Deposit** for the correct amount.

   OR: Enter the amount you wish to pay now. Click [Next].

5. Next, select the payment method you wish to use and click [Next].
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You will be notified that the payment will be collected by a third party payment provider. If you have technical problems making a payment, check the browser requirements by clicking on the hyperlink. Click [Continue to Make Payment].

Make a Payment

Confirm Payment

To proceed with your payment, you need to enable cookies and javascript in your browser. If you are unsure how to enable these, please click the Browser Requirements link below.

Your payment of $111.75 USD will be collected through our secure third party payment provider.

You have now been directed to the third party provider. Please enter all of the information needed and click [Continue] at the bottom to move on and confirm the payment.
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**Account Information**
*Indicates required fields

* Card account number:  

* Name on card:  

* Card expiration date:  
  01 2013  

* Credit card type:  

* Card Verification Value: (What is this?)  

**Cardholder Billing Information**

* Billing address:  

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Please note this function works the best using Internet Explorer 8.x, Firefox 3.x and Safari 3.x. There are links to download these versions on the main page after logging in to MyNEVADA 2.0. If you do not have one of these recommended browsers, you may not be able to make a payment via MyNEVADA 2.0.

6. Please email ACO, after placing your deposit. In your email please give us your full name and the class you wish to place your deposit for. We can be reached at the following emails, Nik Leiner cleiner@unr.edu, Jared Volk jaredv@unr.edu, or Dawna Snyder dawnas@unr.edu