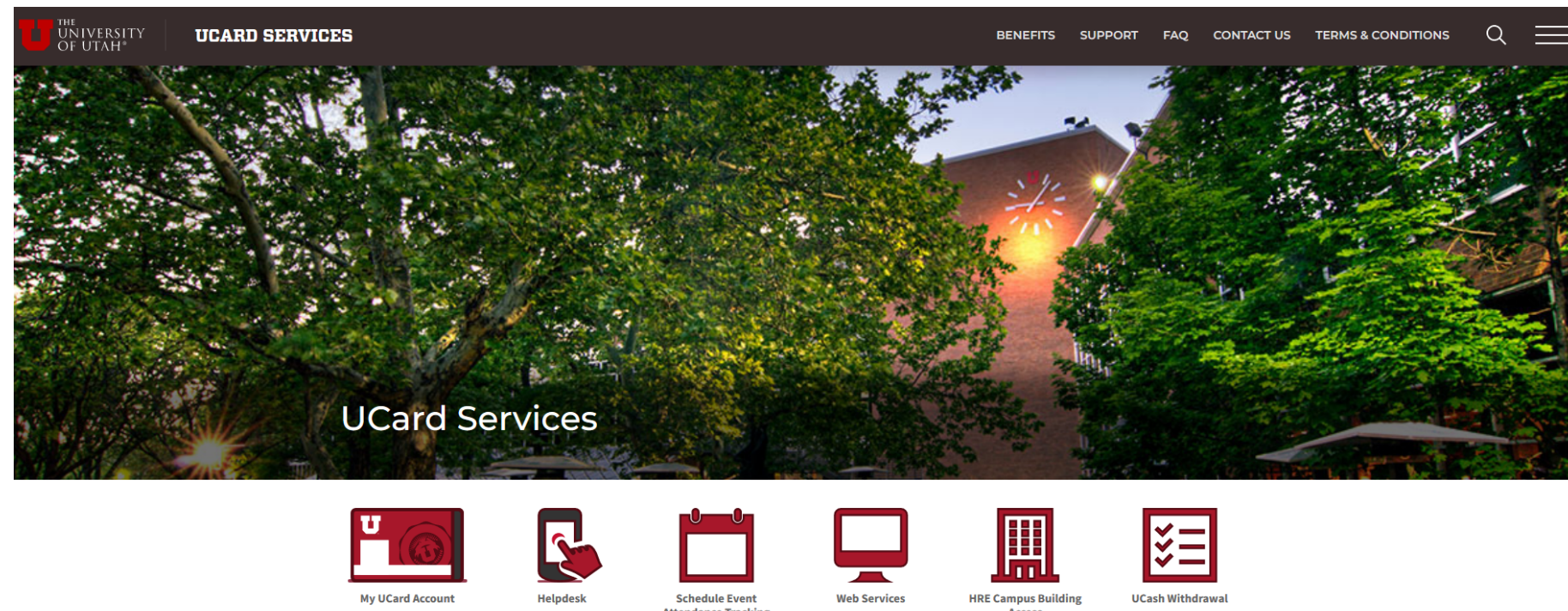# Adding Funds to Ucard

1. Open web browser and go to https://ucard.utah.edu
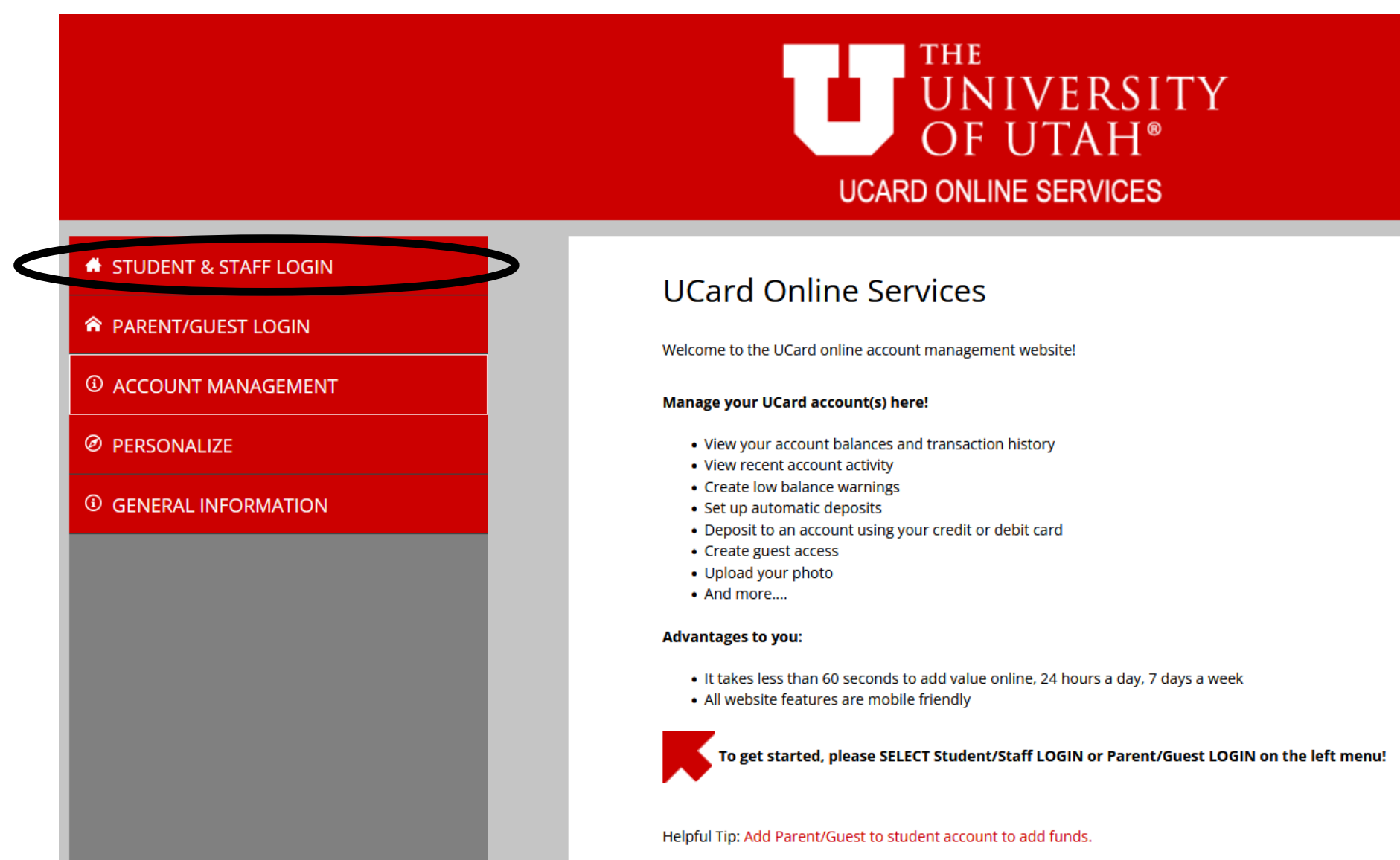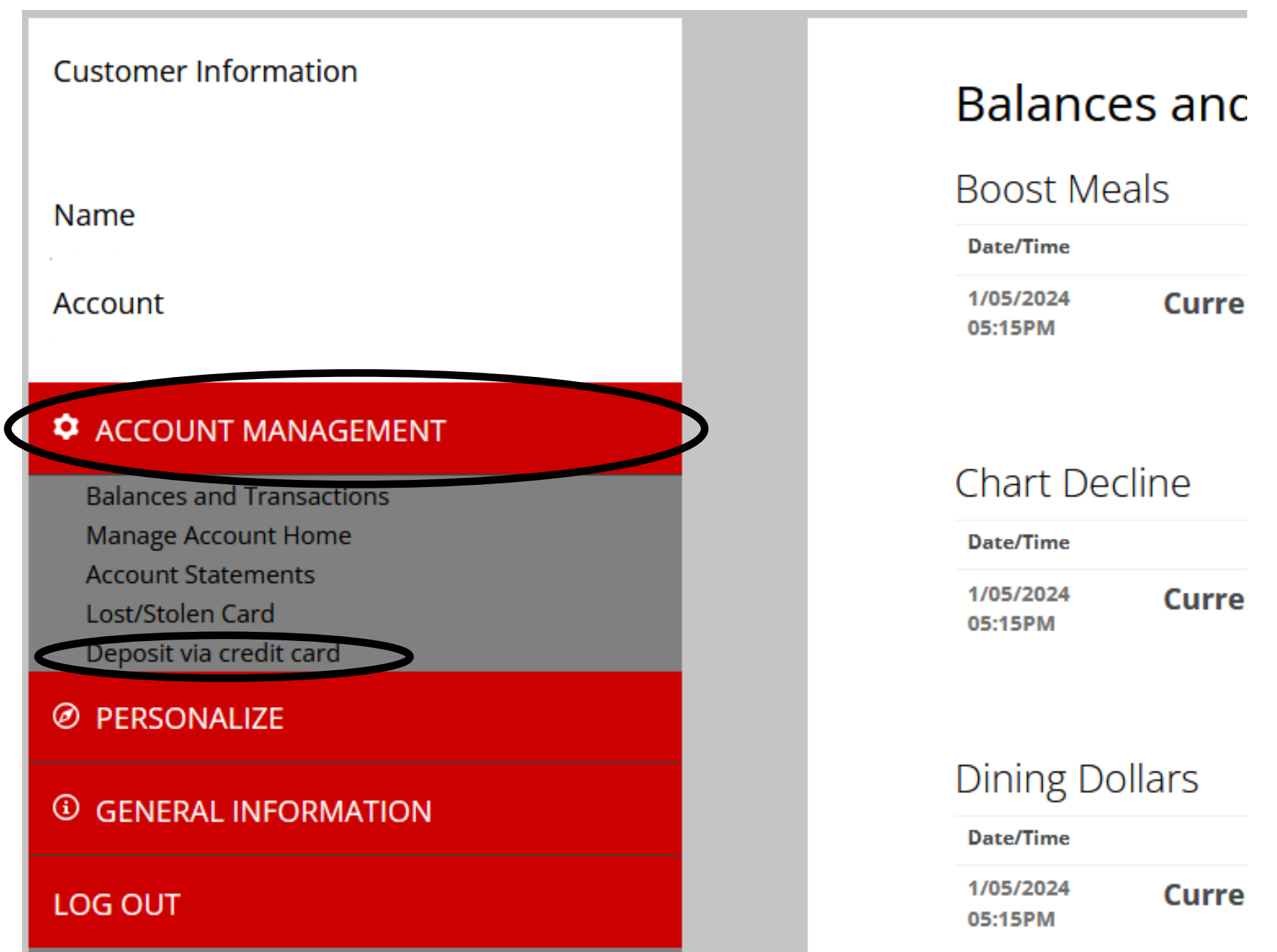

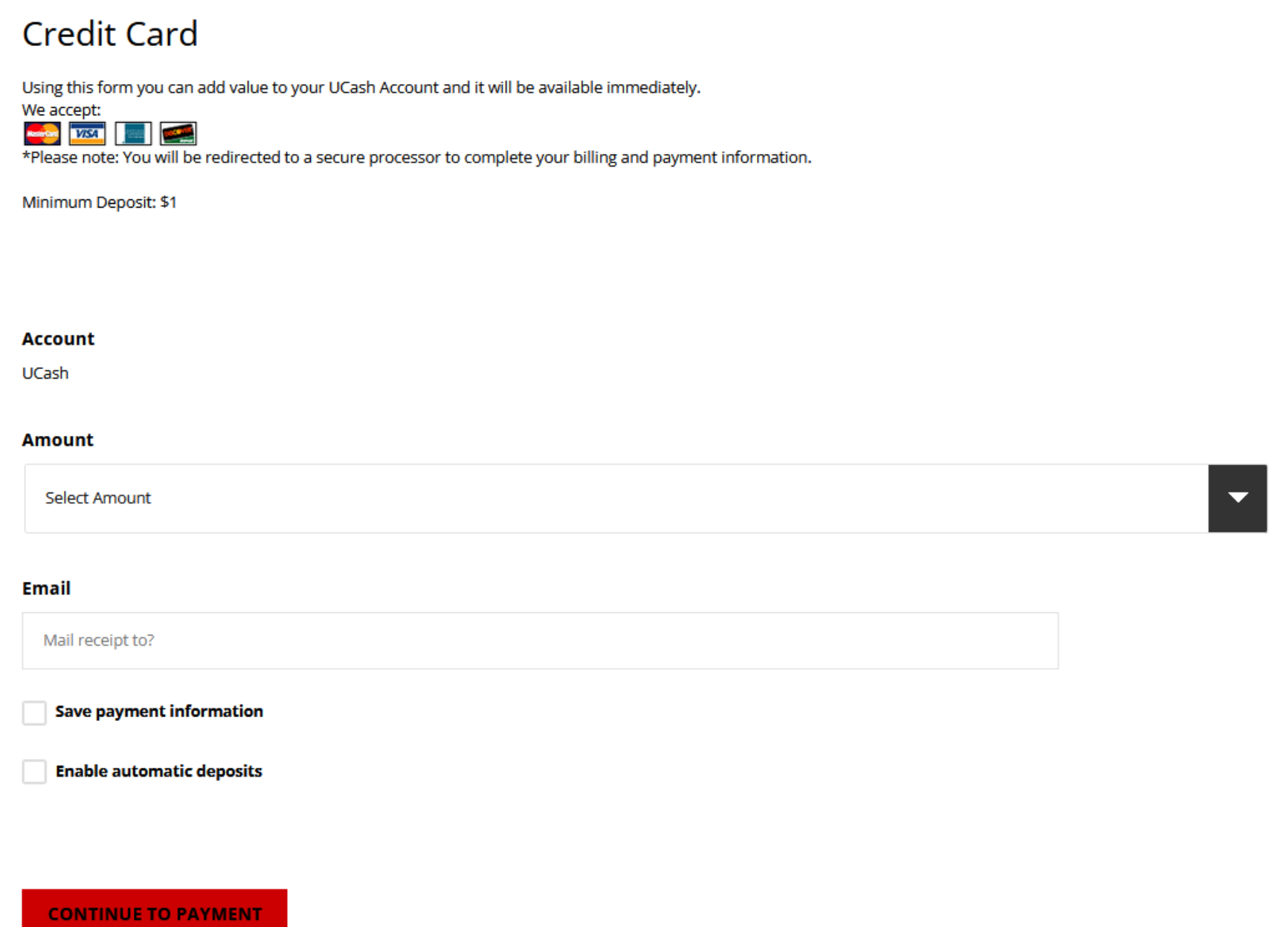**2.** Click the "My UCard Account" Icon
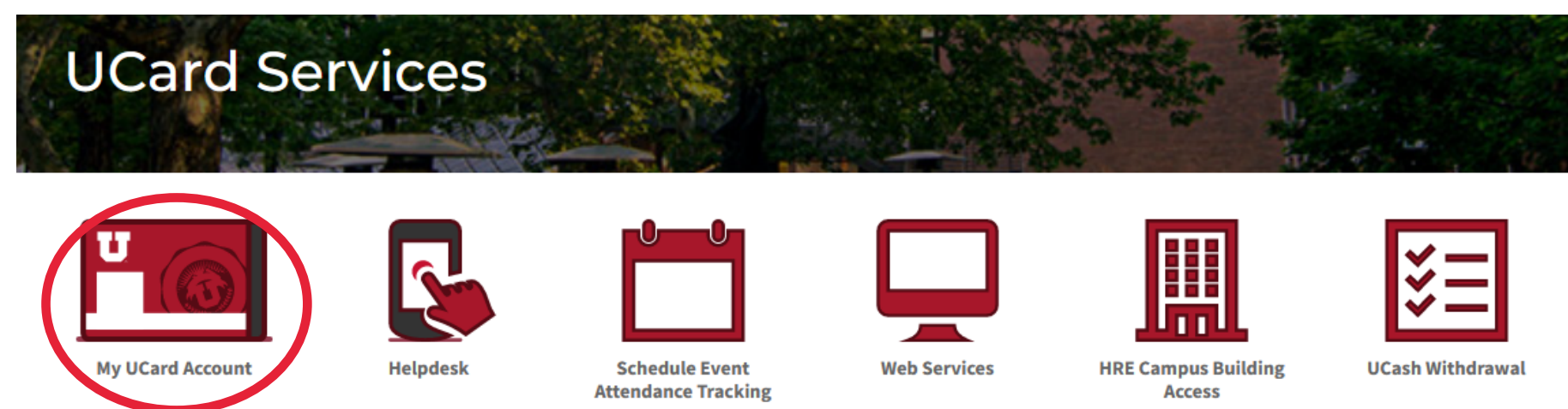
3. Click the "Student & Staff Login" Tab on left side
　　Username is unid (u0123456)
　　Password is CIS password

4. Click the "Account Management" Tab on left side
　　Then Click "Deposit via credit card" button

5. Select the amount you want to deposit
　　Most students deposit approximately $5.00
　　Enter your email address for e-receipt

6. Fill out Payment information and click red "Pay" Button
　　Please note that funds may take a minute to reflect
　　in the system

✷✷ALWAYS REMEMBER TO LOG OUT✷✷