

Adding Additional PaperCut with a Credit Card

1. Log onto the PaperCut portal at https://ppcapp05.mcphs.edu:9192/user

	Massachusetts College of Pharmacy and Health Sciences
	Log in
	Students
Please MCPH	login to PaperCut using your IS username and password.
Username	
Password	
	Login
Forg	ot username or password?
	Language Select

2. Once logged in, select the Add Printing Credit via Credit Card



3. <u>Select the amount of printing credit you want to add from the dropdown and click Add Value</u>

MASSACHUSET IS COLLECE of PEDAMACY of HEALTH SCIENCES	
🗠 Summary	Add printing credit via Credit Card
Transaction History	Username
Recent Print Jobs	admin.max (Admin Max)
Jobs Pending Release	Current balance 105.50
Add Printing Credit via Credit Card	Amount to add
& myMCPHS	
P Blackboard	Add value

4. You'll be redirected to an Authroize.net payment form, please enter your payment information and click Pay Now

Description: PaperCut P	rinting C	redit Additi	ion			
					Total:	\$1.00 (USE
Payment Information						
	VISA		DISCOVER			
Card Number:			== • (er	ter number without sp	aces or dashes)	8
Expiration Date:	1.44		(m	пуу)		
Card Code:		What's	this?			
			1.1.1.1.1.1.1			
Dilling Information						
Billing information						
					Dept02	
First Name:	Chi		-	Last Nam	a. Dentoz	
First Name:	Stu			Last Nam	e: bentoz	
First Name: Address:	Stu 179 L	ongwood	Ave	Last Nam	e: [Denio2	}
First Name: Address: City:	Stu 179 Lu Bosto	ongwood . n	Ave	Last Nam	e: Dentoz	} }
First Name: Address: City: State/Province:	Stu 179 Li Bosto MA	ongwood / n]•	Ave	Last Nam Zip/Postal Cod	le: 02115	} } }
First Name: Address: City: State/Province: Email:	Stu 179 Li Bosto MA	n n	Ave	Last Nam Zip/Postal Cod	le: 02115	} } }
First Name: Address: City: State/Province: Email:	Stu 179 Lu Bosto MA stu.de	n n • nt02@stu	Ave J.mcphs.edu	Last Nam Zip/Postal Cod	le: 02115	} }
First Name: Address: City: State/Province: Email: Security Code	Stu 179 Li Bosto MA stu.de	n n n nt02@stu	Ave J.mcphs.edu	Last Nam Zip/Postal Cod	le: 02115	} }
First Name: Address: City: State/Province: Email: Security Code	Stu 179 Li Bosto MA stu.de	n n nt02@stu	Ave mcphs.edu	Last Nam Zip/Postal Cod	ie: 02115	} } }
First Name: Address: City: State/Province: Email: Security Code	Stu 179 Lu Bosto MA stu.de	n n nt02@stu	Ave J.mcphs.edu	Last Nam	e: 02115	} } ,
First Name: Address: City: State/Province: Email: Security Code	Stu 179 Lu Bosto MA stu.de	n in int02@stu	Ave	Last Nam	e: 02115	} } }
First Name: Address: City: State/Province: Emait: Security Code	Stu 179 Li Bosto MA stu.de	n n int02@stu	Ave u.mcphs.edu	Last Nam	e: 02115	
First Name: Address: City: State/Province: Email: Security Code	Stu 179 Lu Bosto MA stu.de Please HUqX L canno	n n int02@stu	Ave	Last Nam	e: 02115	

- 5. After selecting **Pay Now**, your transaction will be processed, you should receive a receipt via email.
- 6. The funds are then added into the student's External Funds account and can be viewed from **Transaction History**

MASSACHUSETTS COLLICE of PHARMACY and HEALTH SCIENCES												
₩ Summary		Transaction History										
Transaction Histor			Filter on									
Recent Print Jobs		ł										
Jobs Pending Rele	se		TRANSACTION DATE 4	ACCOUNT	TRANSACTED BY	AMOUNT	BALANCE AFTER	TRANSACTION TYPE	COMMENT			
			Jul 7, 2023 1:52:58 PM	External Funds	[system]	1.00	30.15	Payment gateway	External funds added by payment gateway			
Add Printing Credi	via	L	Jul 7, 2023 7:23:49 AM	External Funds	[system]	1.00	29.15	Payment gateway	External funds added by payment gateway			
Credit Card	Credit Card		Jul 7, 2023 7:22:44 AM	External Funds	[system]	5.00	28.15	Payment gateway	External funds added by payment gateway			
🔗 тумсрнs			Jul 7, 2023 7:14:31 AM	External Funds	[system]	10.00	23.15	Payment gateway	External funds added by payment gateway			
P Blackboard			Jul 7, 2023 7:07:00 AM	External Funds	[system]	1.00	13.15	Payment gateway	External funds added by payment gateway			
			Jul 7, 2023 6:55:29 AM	External Funds	[system]	0.50	12.15	Payment gateway	External funds added by payment gateway			
			Jul 7, 2023 6:50:25 AM	External Funds	[system]	2.00	11.65	Payment gateway	External funds added by payment gateway			