



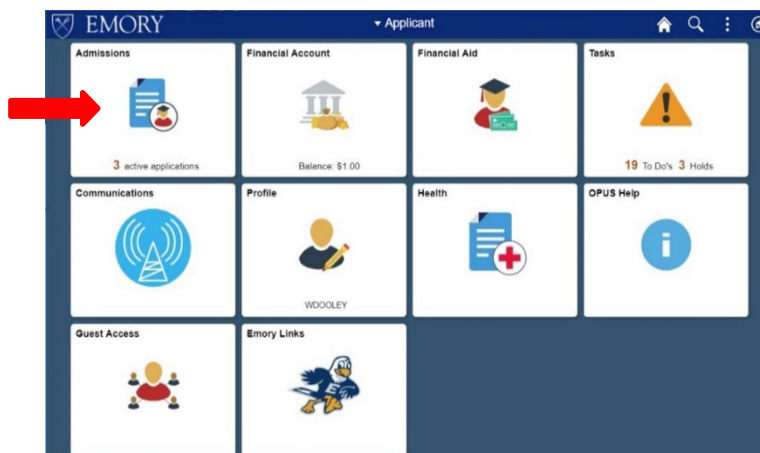
## Enrollment Deposit Payment Instructions

Your student account is in the Emory University OPUS system. This is a different system from your application. You can view your student account in OPUS and pay your enrollment deposit online or wire the payment. *We are streamlining the deposit process and online deposits are the preferred method of payment.*

Instructions for each option are listed below. If you have any questions, please email [precollege@emory.edu](mailto:precollege@emory.edu).

For help accessing your OPUS account, call University Technology Services (UTS) help desk at 404-727- 7777; our office does not have access to this information for security reasons.

- Retrieve your Emory NetID and password:
  - Click on [www.opus.emory.edu](http://www.opus.emory.edu) and then click the link for “obtain network ID and password”. There you will be directed to complete the items below.
    - Birthday – You must fill this in with Month/Day/Year as indicated in the example.
    - Social Security Number – If you entered your Social Security Number in your application, you **must** enter it here. (You can skip the Home Email Address field.)
    - If you do not have a Social Security Number or did not enter it on your application, use the next validation: Home Email Address.
    - Note: If you are using your SSN and it is not working, please call our office. There may be an issue with the number, and we cannot handle it via email.
    - Home Email Address – This is the email you use to log in to your application.
- Log in to [OPUS](#) using the NetID and password that you just retrieved. (please review the screenshots below once you are logged in to OPUS)
  - Click on the “Admissions” tile on your home page



- Click on “Pay Admission Deposit”

Select a Value Application Status

Fall 2018 Change  
 Undergraduate Nursing  
 Bachelor of Science in Nursing  
 Emory University

Application Status To Do List

Application  
 Application Date 03/18/2004  
 Application Number 00127125  
 Academic Plan Nursing  
 Status **Incomplete Application**

Pay Admissions Deposit

- Select your method of payment (check or savings bank account, credit card, or wire transfer)
- Click “Continue”

Emory University - Pay Your Admission Deposit On-Line!

ClaireTest Dooley

**Please select the payment method to complete your Admission Deposit.**

\*Payment Method Check or Savings Bank Account ▼  
Check or Savings Bank Account  
Credit Card  
Wire Transfer

**\*A convenience fee of 3% will be added to the total of the deposit for Credit card payments.**

Please make sure you allow pop-ups if you are paying by credit card. Once you have completed your transaction please allow up to 24 hours for your account to be updated in OPUS.

**Contact the Admission Office if you have any questions.**

Continue Return To Status Page

- Enter the checking/savings or credit card holder information in the Payee Information section. Enter the card holder’s mailing address and billing address associated with your payment method.

**EMORY UNIVERSITY** Emory

Payment

**Payee Information**

First Name  Last Name   
 Phone  Email ID   
 Refnum

**Address Information**

Street  City   
 State  Zip (Postal) Code

Same as Above

Street  City   
 State  Zip (Postal) Code

**Payment Information**

- If credit card is your payment method, enter your credit/debit card information and click “Submit”.

*Please be Advised: If you make your deposit via **credit card** – either international or domestic – and a refund request is approved due to a canceled course, **please first attempt to dispute the deposit/charge with your credit card company**. If your dispute is denied, a paper check can be mailed to the student’s permanent address on file (US addresses only.)*

Payment Information Main Content

Payment Amount 5.00

Payment Method CREDIT/DEBIT Accepted Cards VISA Mastercard Discover

Card Number

Expiry Date  MM/YY

CVV

**Transaction Summary**

Amount Due	\$5.00
Convenience Fee	\$0.15
<b>Total Amount Due</b>	<b>\$5.15</b>

A convenience fee of 3.0 % will be charge by a third party processor for this transaction.

Submit

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- Review the payment amount and click “Continue to Secure Payment Form”. Note: you will be charged a 3% convenience fee

Emory University - Pay Your Admission Deposit On-Line!

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**Review the amount(s) that make up your deposit. Total Deposit Amount includes 3% convenience fee.**

<b>Tuition Deposit CC</b>	<b>5.00</b>
<b>Credit Card Convenience Amount</b>	<b>0.15</b>
<b>Your Total Deposit Amount</b>	<b>5.15</b>

When you are ready, click the **Continue** button to submit your payment. Click the **Previous Page** button to change payment method.

CONTINUE to Secure Payment Form

Previous Page

- Wire Transfers (International Students)
  - ❖ Click “Go” to view payment instructions for payment through Western Union Business Solutions (WUBS) or wire transfer.
  - ❖ Be sure student’s full name and Emory ID are on the payment. (Emory id is the 7-digit number found on your OPUS account.)
  - ❖ Email [precollege@emory.edu](mailto:precollege@emory.edu) with a copy of the payment receipt so that we can ensure your deposit gets credited to your account. Please note: WUBS and wire transfer payments may take up to 7-10 days.

**Enrollment Deadlines- See below**

**PRE-COLLEGE-Domestic Students Enrollment Deposit Deadline**

Pre-College Session A	Friday, May 24
Pre-College Session B	Friday, June 7
Pre-College Session C	Friday, June 21
Pre-College Session C (online)	Friday, June 21

**PRECOLLEGE- International Students Enrollment Deadline**

Pre-College Session A	Friday, May 17
Pre-College Session B	Friday, May 31
Pre-College Session C	Friday, June 14
Pre-College Session C (online)	Friday, June 14

**Summer College- Domestic and International Applicants Enrollment Deadline**

Summer College Session 1	Monday, May 6
Summer College Session 2	Tuesday, June 18