How to Pay the 11-Month MBA Deposit


   Below is a screen shot of the UCD Access webpage. Click on the link to claim your account and follow the instructions.

   ![UCD Access Login Screen](image)

2. A new window will open. Enter in your SID, Last Name, Birthdate month and year, then hit submit.

   ![MyAccount Login Screen](image)

3. Once your account is set up, you can log into the student portal to view your account and pay the deposit online.

   - Login to the student portal again, link above in step 1
   - Click on Student Center under the Student tab, then on “All student functions” – a new window will open with your student center information
   - Under the Finances section (blue bar) click on the “Deposit” hyperlink
   - The screen will show information for the Registration Advance Payment – you do not need to pay the $200.00 registration advance deposit for the 11-Month MBA Program; only the $1,000 deposit.
4. Click on the “quickpay” green box on the page, it will open a new window…

5. *Note that under “Payment Method”, you will have two options, eCheck and Credit Card. Thereis no additional charge for using eCheck. The standard 2.75% fee will be assessed if you chose to pay with the Credit Card option.

  * Be sure to select the CORRECT term and amount for your Deposit Payment. If you accidentally make the payment for the incorrect term, we cannot move that to apply towards the correct term. Instead, we will refund you your payment. 11-Month MBA students are not required to pay the $200 advance payment; just the $1,000 deposit.