



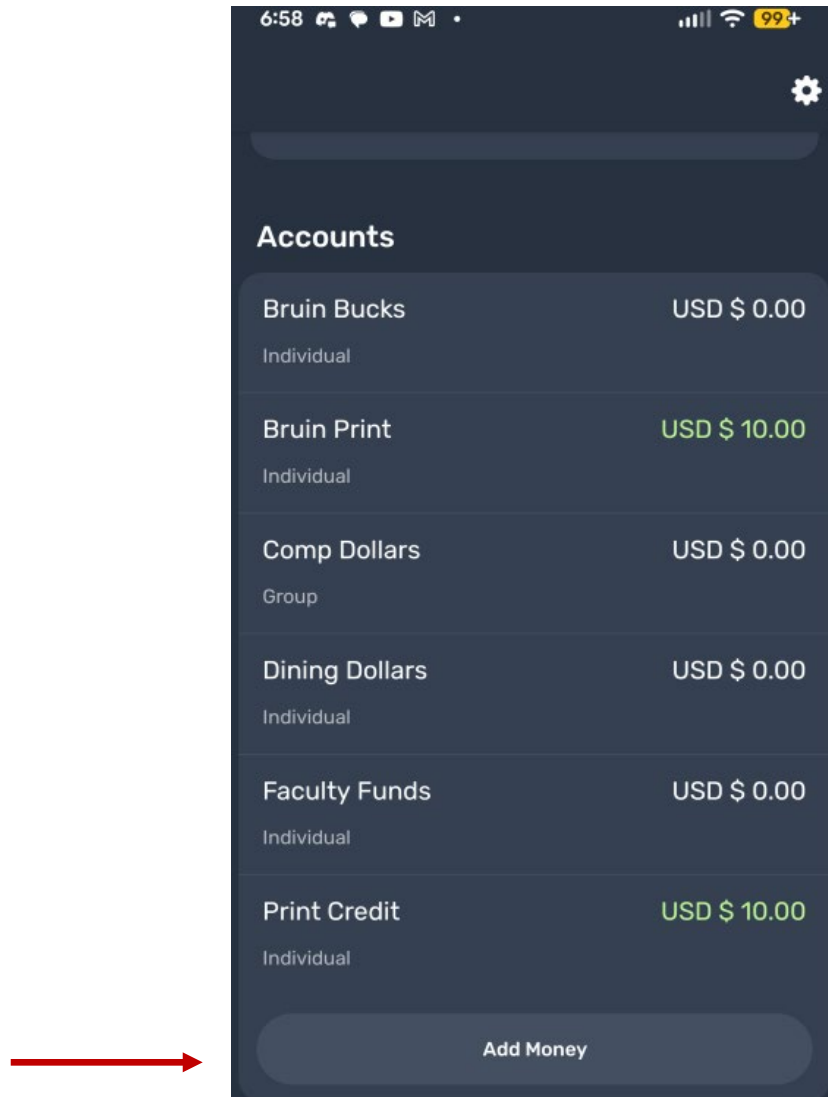
Add Money to BruinPrint Account



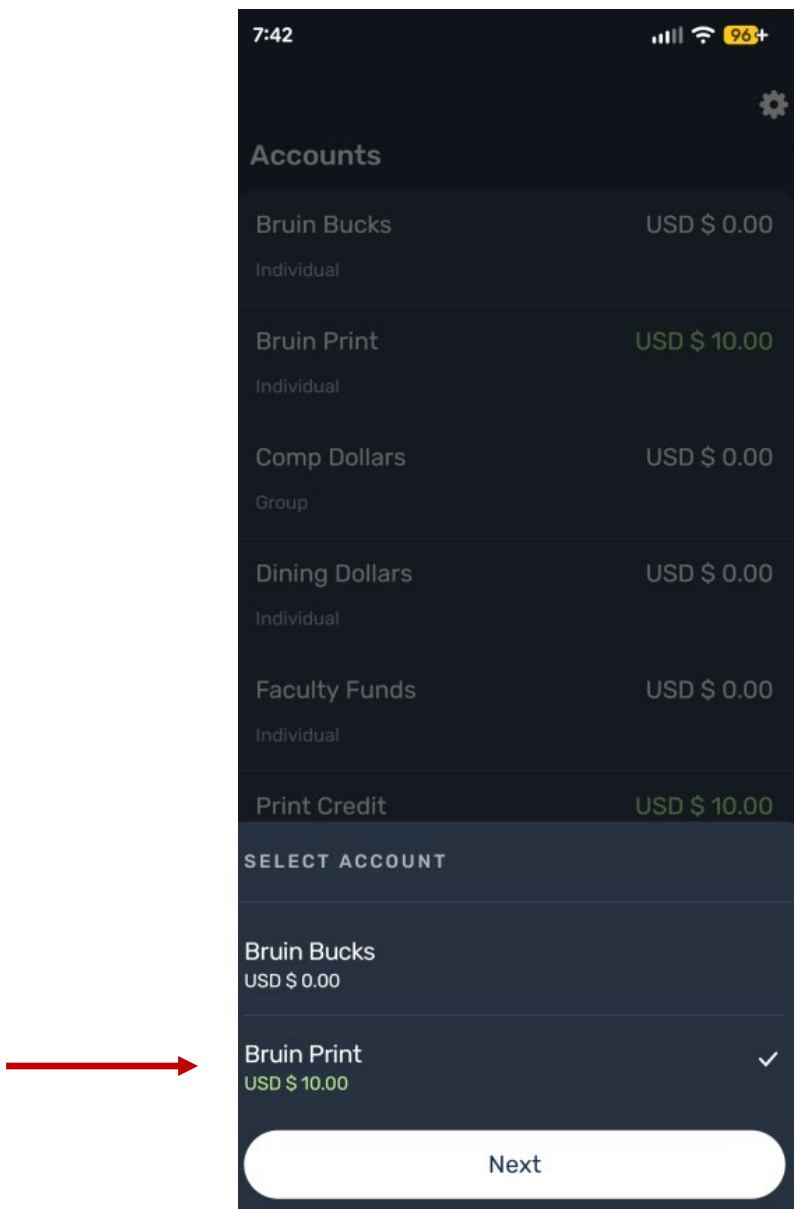
Transact eAccounts

1. Add money via the Transact eAccounts app

- a. Open the **eAccounts** app on your mobile device and sign in with your Belmont email credentials.
- b. Tap **Add Money** at the bottom of the screen.



c. Select **Bruin Print** from the account list, then tap **Next**.



- d. Enter the amount you would like to add to your **Bruin Print** account and tap **Next**.

The screenshot shows a mobile app interface for adding money to a Bruin Print account. At the top, under the heading "Accounts", there are two entries: "Bruin Bucks" with a balance of "USD \$ 0.00" and "Bruin Print" with a balance of "USD \$ 11.00". Below this is a section titled "ADD MONEY". The main area of the screen is a dark blue background with a large white display showing "\$1.00" and "USD" below it. A numeric keypad is visible below the display, with digits 1-9, 0, and a decimal point. At the bottom of the screen is a white rounded button labeled "Next". Two red arrows point to the interface: one points to the "\$1.00" display, and the other points to the "Next" button.

Accounts	
Bruin Bucks	USD \$ 0.00
Individual	
Bruin Print	USD \$ 11.00
Individual	

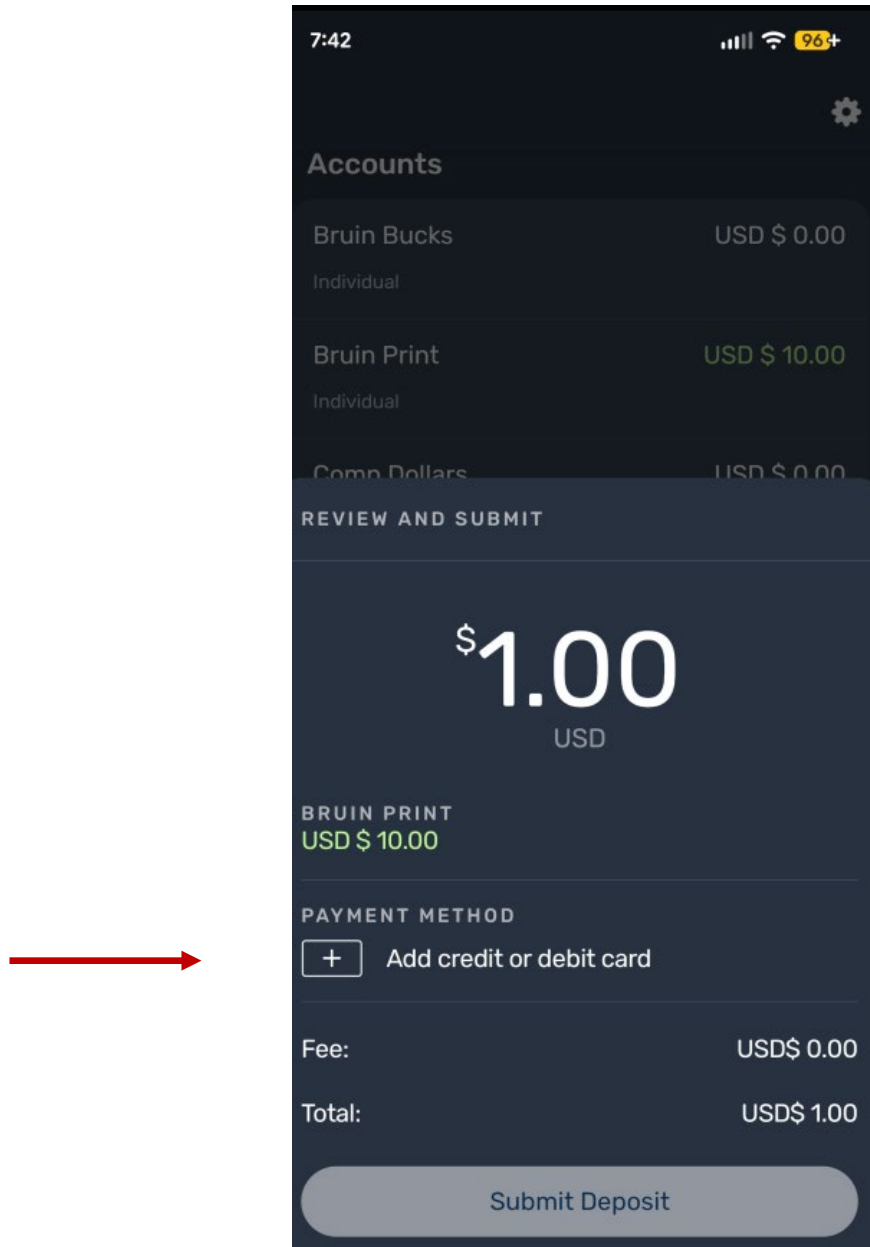
ADD MONEY

\$1.00
USD

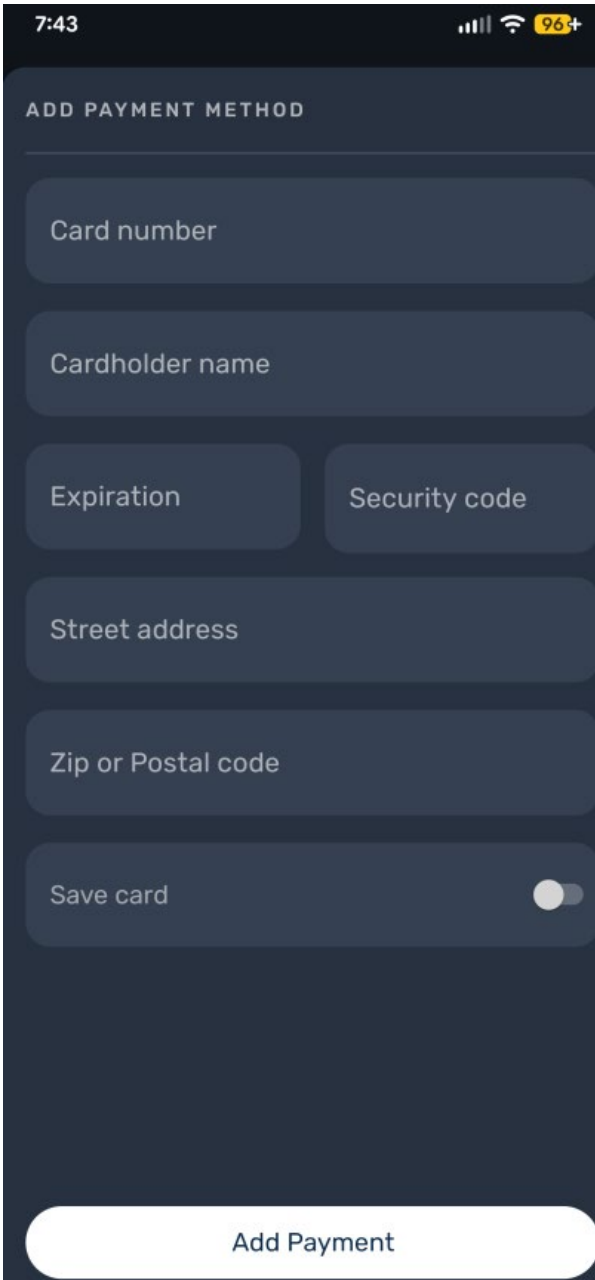
1 2 3
4 5 6
7 8 9
. 0 <

Next

e. If you have not added a payment method, tap **Add Credit or Debit Card**.



- f. Enter your card information, then tap **Add Payment**. Note: You can choose to save your card information.



7:43 96+

ADD PAYMENT METHOD

Card number

Cardholder name

Expiration Security code

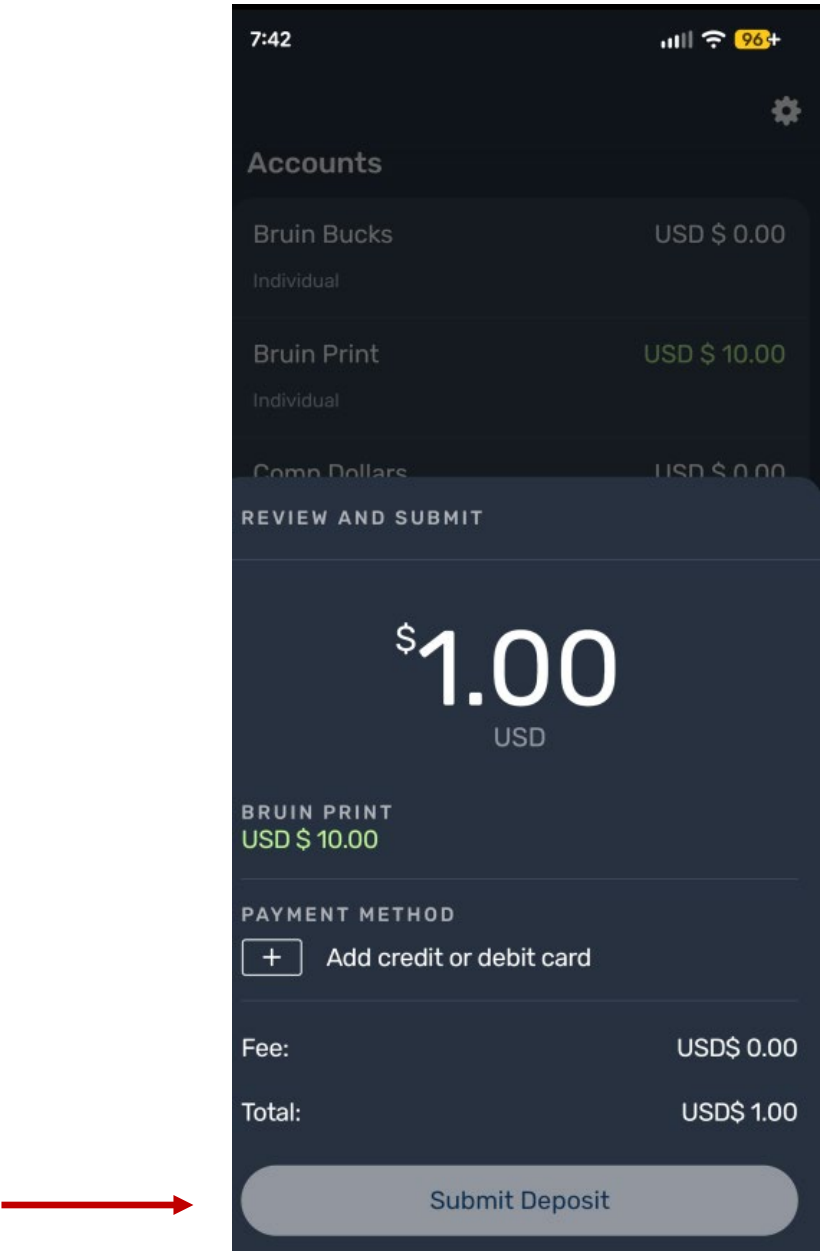
Street address

Zip or Postal code

Save card ☐

Add Payment

g. Review the deposit details and tap **Submit Deposit** to complete the transaction.



2. Add money via the Transact eAccounts website

a. Open a web browser and go to:

<https://belmont-sp.transactcampus.com/Dinning/AnonymousHome.aspx>

b. Click **Sign In** and enter your Belmont email credentials (if prompted).



c. Click **+Add Money** in the **Bruin Print** box.



BELMONT
UNIVERSITY

eAccounts

Accounts Card Services Profile

Account Summary Account Transactions Board Transactions Accounts

Bruin Bucks
 Individual

0.00 USD
[+Add Money](#)

Bruin Print
 Individual

11.00 USD
[+Add Money](#)

Comp Dollars
 Group

0.00 USD



- d. Under **Account**, choose Bruin Print if not already selected. Select **Deposit Type** and enter **Deposit Amount**, then click **Next**.

Make Account Deposit
Beneficiary→**Deposit Information**→Payment Information→Review

Account
Select the account you want to deposit funds to.
Bruin Print

Deposit Type
You can select to deposit a specific amount into the account above. Or, you can select to deposit an amount that is a calculated difference between the current account balance and a target balance (balance top-off).
Example: A student's account contains \$10. You want to make the account balance \$55. Your calculated balance top-off deposit would be \$45.
☒ Specific Amount
☐ Balance Top-Off

Deposit Amount
Enter the amount you want to deposit.
Minimum deposit amount: 1.00 USD
Maximum deposit amount: 100.00 USD
1.00 USD

Payment Method
☒ Credit Card

Transact will redirect you to Windcave, a secure Payment Provider, for payment processing. You will be returned to the Transact site when your transaction is completed.

Next

- e. Enter your credit card information and click **Submit**.



Payment Checkout

Amount: **\$1.00 (USD)**

Credit Card Payment

Card Number:*

Name On Card:*

Expiry Date:*

 ▾ ▾

CVC:

[What is CVC?](#)

Billing Information

Name:*

Address:*

Postal Code:*

Country:

 ▾

Phone Number:*

Submit

Cancel Payment

f. Review your deposit details and click **Make Deposit**.

Deposit Review

Review the deposit details below. No changes to the account will be made until you confirm the deposit by clicking "Make Deposit" below.

Beneficiary→Deposit Information→Payment Information→**Review**

Beneficiary Information

Username

smithj

Deposit Information

Deposit Account

Bruin Print

Deposit Amount

1.00 USD

Amount Charged

1.00 USD

Payment Billing Information

Card Type

Visa

Credit Card Number

123456789

Expiration Date

02/2031

 [Cancel](#)

Make Deposit

- g. You can check the box to save the payment method. A receipt will be sent automatically to your Belmont email address. You may also enter an alternate email address and click Send Receipt if desired.

Receipt for Account Deposit
The account deposit was successful.
Print this page for your records.

Deposit Information

Deposit Account	Bruin Print
Deposit Type	Deposit Amount
Deposit Amount	1.00 USD
Amount Charged	1.00 USD
Payment Transaction ID	12345abcd

Payment Information

Card Type	Visa
Credit Card Number	123456789

Save Payment Method
☐ Save this payment method for future use

Email Receipt

Email Address #1

Email Address #2

Email Address #3

Send Receipt

Notes

- Ensure **Bruin Print** is selected as the destination account before submitting your deposit.
- A valid credit or debit card is required to add money through the **eAccounts** mobile app or website.