Username: doej456

Login

☐ Log In

General Info

Guest / User Login

Campus Card Office

The New School
72 Fifth Avenue Lower
Level
212-229-5323 x 4472
newcard@newschool.edu

browse to

NEWCARDCASH.NEWSCHOOLEDU

Enter your NetID and password, then click the "Login" button.

(This example uses the fictional NetID for John Doe, with an N-number of N00123546.)

HOW TO ADD NEWCARD CASH

Your Account

Welcome back, John Doe

Manage Account
Box Office / Events
Voting

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newcardcash

For detailed information and FAQs please go to the meal plan home page @ $\underline{\text{Newcardcash Homepage}}$

To assign a guest user please see Guest user section below

Guest User Access Setup

To add a guest user to your account click on the "Manage Account" link on the left and then click "Manage Guest Users" link, and select the access you would like your guest to have. The username is the same username used to login to My NewSchool the password is the last name associated with the account

Click on the "Manage Account" button

Your Account

Manage Account Box Office / Events Voting

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Account Name	Balance
Dining Dollars	\$0.00
Newcardcash	\$0.00

This is your account management screen. From here you can add money and access detailed reports of your account history etc.

Click on the "Add Funds" button

Your Account

Manage Account Box Office / Events Voting

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The New School

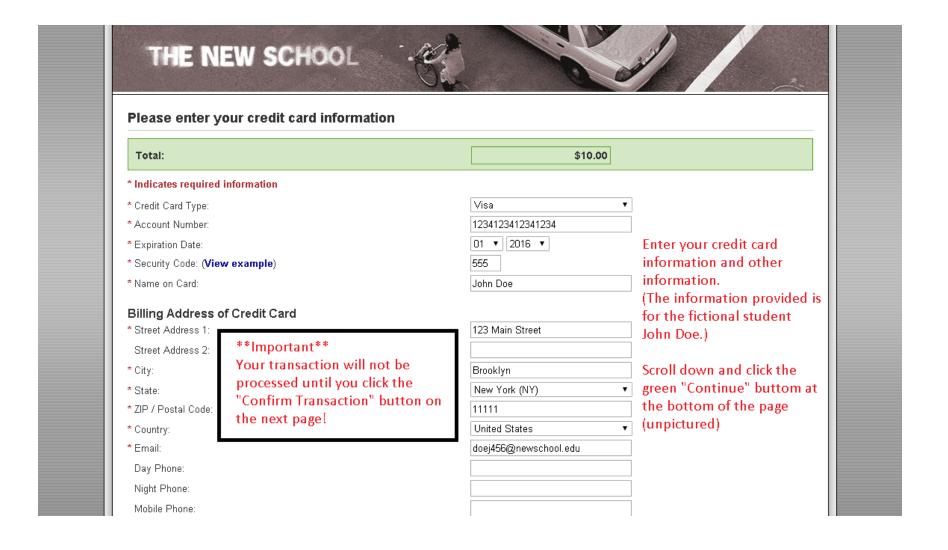
72 Fifth Avenue Lower Level 212-229-5323 x 4472 newcard@newschool.edu

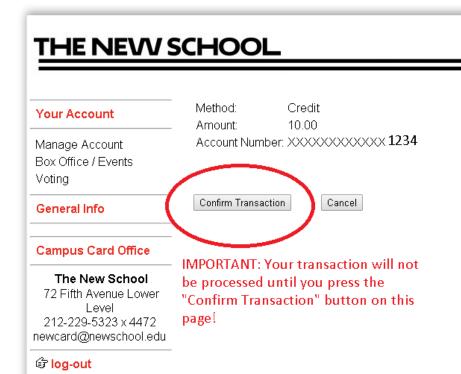
Add Funds History Suspend Card

Deposit By Credit / Debit Card



Make sure "Newcardcash" is selected in the drop-down menu. Select the denomination of money you would like to add. Click the "Click Here to Continue" button.





Your Account

Manage Account Box Office / Events Voting

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Transaction completed. Reference Number: (your reference # will \$10.00 added to account: Newcardcash appear here)

Return to Manage Account

All done!
The cardholder will receive an email letting them know that money was placed in their Newcard Cash account.