

# Online payment system Processing Manual

## 1. Basic Information

Online Payment Company: Paypal ([www.paypal.com](http://www.paypal.com))

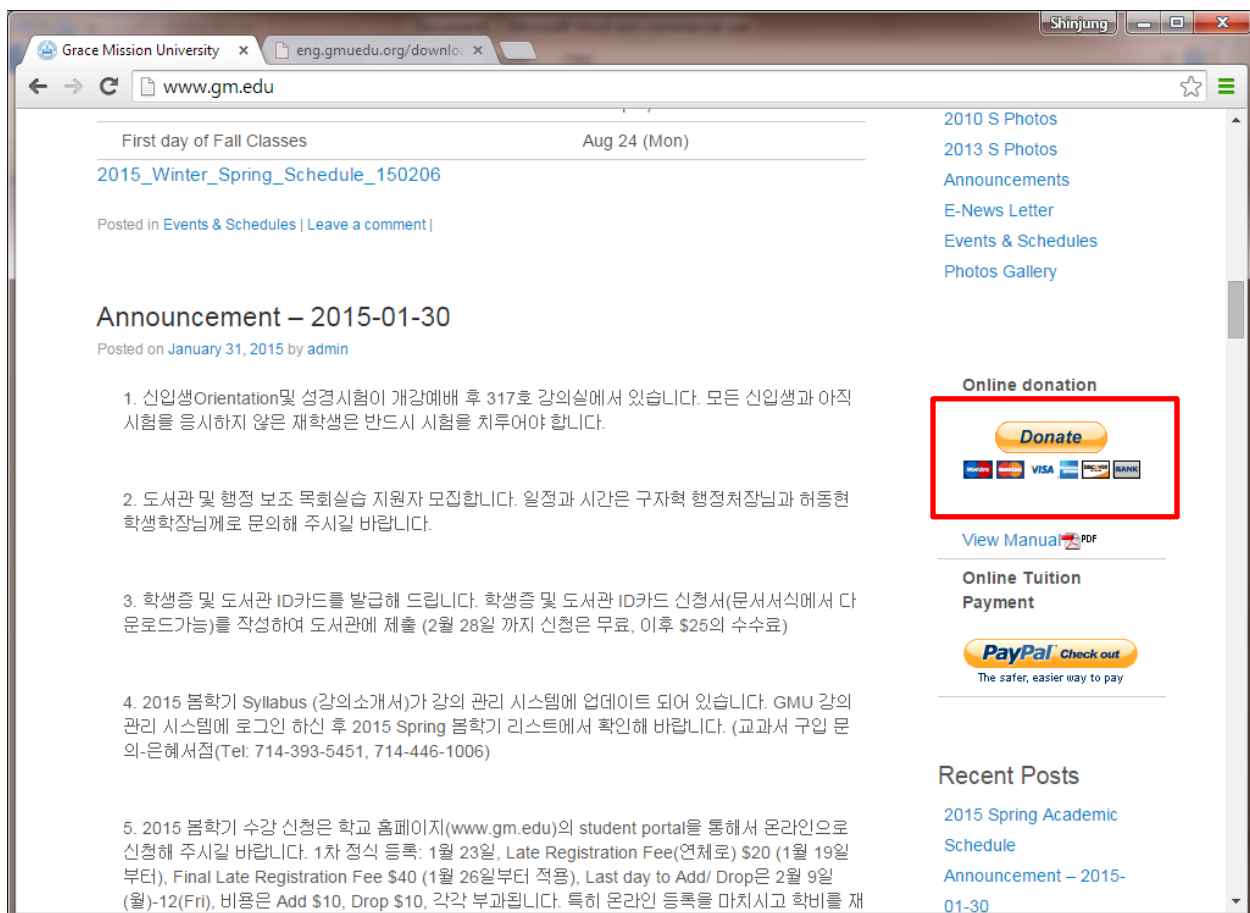
Payment option: Credit Card and Paypal Account payment

Payment amount Options: \$20, \$100, \$200, \$500, \$1000, Other

## 2. Payment Process

Step 1. Visit GMU website (<http://www.gmu.edu>) and click the

Donation link



The screenshot shows a web browser window displaying the Grace Mission University website. The main content area features an announcement titled "Announcement – 2015-01-30" posted on January 31, 2015, by admin. The announcement contains five numbered items:

1. 신입생 Orientation 및 성경 시험이 개강예배 후 317호 강의실에서 있습니다. 모든 신입생과 아직 시험을 응시하지 않은 재학생은 반드시 시험을 치루어야 합니다.
2. 도서관 및 행정 보조 목회실습 지원자 모집합니다. 일정과 시간은 구자혁 행정처장님과 허동현 학생회장님께로 문의해 주시길 바랍니다.
3. 학생증 및 도서관 ID카드를 발급해 드립니다. 학생증 및 도서관 ID카드 신청서(문서서식에서 다운로드가능)를 작성하여 도서관에 제출 (2월 28일 까지 신청은 무료, 이후 \$25의 수수료)
4. 2015 봄학기 Syllabus (강의소개서)가 강의 관리 시스템에 업데이트 되어 있습니다. GMU 강의 관리 시스템에 로그인 하신 후 2015 Spring 봄학기 리스트에서 확인해 바랍니다. (교과서 구입 문의-은혜서점(Tel: 714-393-5451, 714-446-1006))
5. 2015 봄학기 수강 신청은 학교 홈페이지([www.gmu.edu](http://www.gmu.edu))의 student portal을 통해서 온라인으로 신청해 주시길 바랍니다. 1차 정식 등록: 1월 23일, Late Registration Fee(연체료) \$20 (1월 19일부터), Final Late Registration Fee \$40 (1월 26일부터 적용), Last day to Add/ Drop은 2월 9일 (월)-12(Fri), 비용은 Add \$10, Drop \$10, 각각 부과됩니다. 특히 온라인 등록을 마치고 학비를 재

On the right side of the page, there is a sidebar with navigation links and a section titled "Online donation" which is highlighted with a red box. This section includes a "Donate" button and logos for various payment methods: American Express, Discover, VISA, MasterCard, and BANK. Below this, there is a "View Manual" link with a PDF icon, an "Online Tuition Payment" section, and a "PayPal Check out" button with the tagline "The safer, easier way to pay". At the bottom of the sidebar, there is a "Recent Posts" section listing "2015 Spring Academic Schedule" and "Announcement – 2015-01-30".

Step 2. Input Purpose and Donation amount

1) Input Purpose . Depend on the purpose of donation

Example> School development , Scholarship, Purchase Equipment , Tuitions, Special fee, Etc.

2) Donation amount . US \$ amount

Step 3. Select payment options

**GRACE MISSION UNIVERSITY**

Please enter your donation amount.

Purpose: School development

Donation amount	Make This Recurring (Monthly)	Total
\$ 100.00	<input type="checkbox"/>	\$100.00
<b>Total:</b>		<b>\$100.00 USD</b>

1) Input Purpose

**Donate quickly with PayPal**

PayPal securely processes donations for GRACE MISSION UNIVERSITY. You can complete your payment with just a few clicks.

Why use PayPal?

- It's easy to send money and shop online
- You can donate without sharing your financial information
- Over 50,000 online merchants accept PayPal

Don't have a PayPal account?  
Use your credit card or bank account (where available). [Continue](#)

**LOG IN TO PAYPAL**

Email:

Password:

[Log In](#)

[Forgot your email address or password?](#)

1) Paypal account payment => Log in to Paypal => E-mail and Password log in

2) Card payment => Use your credit card or bank account => Continue

Step 5. Input Credit Card information

1) Select : Country,

2) Input : Name, Card number

3) Billing Information

4) E-mail

5) Select payment options

GRACE MISSION UNIVERSITY

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