

## How To Add Money to your Regis College Printing & Copying Budget

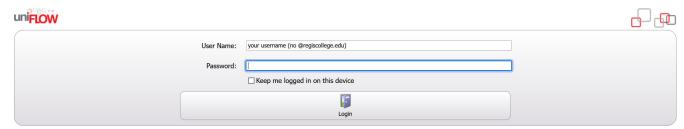
Each Student was given \$100 to start the year for printing & copying.

To add additional money to your printing & copying budget, please follow these steps:

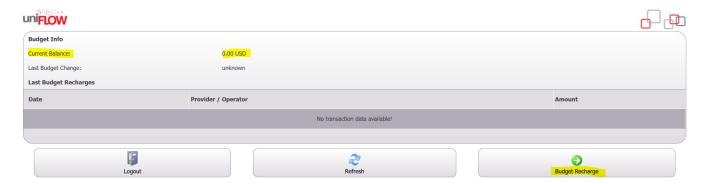
From your Web Browser (on Campus) go to <a href="https://printing.regiscollege.edu">https://printing.regiscollege.edu</a>



LOGIN using the same Regis College AD credentials that you use to log into a PC in the LAB

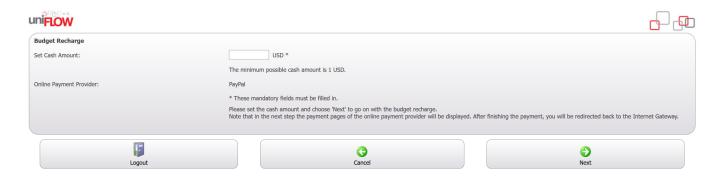


## Select "Budget Recharge"





## Type in the amount you wish to add in US dollars



The Next Button will take you to your Paypal account for verification. If you do not have a Paypal account, you can use a credit card or a debit card that has a Visa or Master card logo.