

## OLIN ONECARD

Olin's OneCard is used for building access as well as student meal plans. You can also add funds to it to be used for a variety of purchase options such as:

**dining, vending, laundry, mailroom services, Frank's and Olin Gear.** You can conveniently manage your Olin OneCard account via the Web and perform the following functions:

- Make a deposit
- View your current balance
- View any of your last six monthly statements
- View your Board (Meal Plan) transaction history
- View your Account (purchase) transaction history

Browse to <http://onecard.olin.edu>

## ACCOUNT HOLDERS:

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### Accessing Your Account:

Users with an Olin network account can login using their network credentials (username and password). Once you have been authenticated into the web site choose the **My Accounts** tab to make a deposit, check your balance, print a statement or schedule email notifications.

*We have recently transitioned to a new account service called eAccounts which requires you to click the link in My Accounts and login again.*

- Click the link to open the new site
- Sign in Realm: Select Olin Network Login
- Username: Enter your network username
- Password: Enter your network password
- Note: Anyone can deposit funds to your card at any time without logging in by using the Guest Deposit feature.

**Making a Deposit:** To deposit funds to your account when logged in:

- Note: Only VISA or MasterCard credit cards are accepted
- Select Accounts from the top menu
- Select Account Summary from the second menu
- Within Olin Dollars section, select “**+Add Money**”
- Enter all the necessary information and follow the prompts.

**You can deposit check or cash to your card at Financial Affairs, located in MH-300.**

## GUEST DEPOSIT:

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Anyone can deposit funds to a community member's Olin OneCard using the guest deposit option on the front page. You must know the account holder's 16 digit ISO number and the exact spelling of their first and last names for this to work correctly. All of these items can be found on the account holder's Olin ID (Onecard) card.

- **Campus ID** – also known as the 16 digit ISO number which can be found on the cardholder's Olin ID card.
- **First name**
- **Last name**

## IMPORTANT INFORMATION

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Due to provisions of the AntiTerrorism Act of 2001 and limitations on the banking types of transactions that can be performed by other institutions, no refunds of OneCard funds can be provided. The only exception is when employees terminate their employment or students leave the college permanently.

- An employee's or a student's OneCard account is automatically closed immediately after the employee or the student leaves the college.
- A closing balance of \$10 or more will be refunded in full via direct deposit to the bank account that is on file. A closing balance less than \$10 will be forfeited.
- Refunds may take up to two weeks to process.
- Olin Dollars program details are subject to change.

Please send any questions about using this web site to [onecard@olin.edu](mailto:onecard@olin.edu).