NelNet is an online payment (credit card) processor
- Functions similarly to PayPal, Apple Pay, Google Pay, etc
- There is a transaction fee, typically between 2.5-3%

Provides two basic processing options to OSU
- Commerce Manager (incoming credit card payments), some examples are publications, program fees and registrations, and test kits.
  - This is what we have set up for all county offices (done through a URL)
- eStore (marketplace site with cart checkout)
  - Can be requested if good use-case is presented

How do I get my money?
- Each county has a unique gateway website
  - go.osu.edu/countyextensionpayment (Replace county with your county name)

Suggestion: If not using Qualtrics, on the website have a specific code name to give them for the service or item. (ex. Servsafe)

- The university does a journal entry on a monthly basis.
  - Office Associates with primary fiscal responsibility have access to the reporting site.
  - Each county uses unique default Worktags that will appear in their Workday reports: Fund: FD111, Revenue spend category: RC1163, Ledger Account: 42000: Sales and Services, Source: Ad Hoc Bank Transaction
- Reporting and Refunds: https://quikpayasp.com/osu/commerce_manager/csr.do
- Note: Don't edit your profile on the reporting site, if there is an issue with the information please contact Jesse Buxton by email buxton.26@osu.edu
- If need assistance with any issues or need to gain access contact Jesse Buxton.26.