



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)

9/23/2020 QuikPAY(R) Online Payment Portal

Online Payment Portal THE OHIO STATE UNIVERSITY

Required fields are marked with an *

Payment Amount

Account: OSU Extension - Greene County

Customer First Name*:

Customer Last Name*:

Items/Services*:

Additional Comments*:

Payment Amount*:

Total Amount: 0.00

Payment Method*:

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.**