

# Doncaster College Cashless System via (Way2Pay)

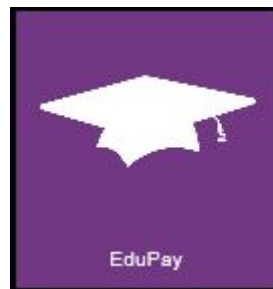
## Pay for a trip

1. Logon to way2pay




Way2Pay Login!

2. Click .edu pay



3. Select the even you want to pay for

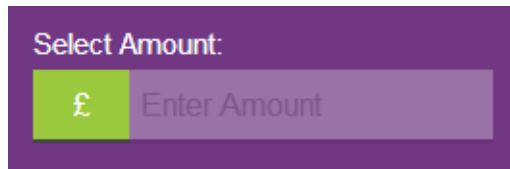
Select Event:

Please Select Event... 

Event Date:	-/-/---
Price:	-
Minimum Deposit:	-
Amount Paid:	-
Outstanding Amount:	-

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4. Select the amount you are paying

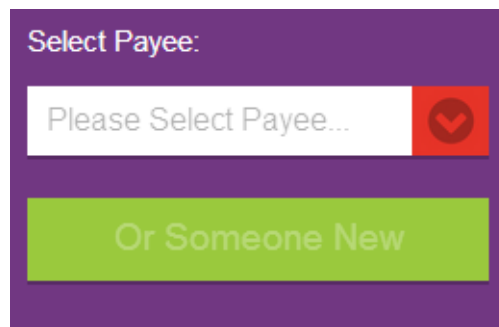


Select Amount:

£ Enter Amount

A screenshot of a purple-themed web form. At the top, it says "Select Amount:". Below this is a green box containing the pound symbol (£) and a grey input field with the placeholder text "Enter Amount".

5. Select or someone else (first time only) enter the email address of the person you are paying for [DC123456@student.don.ac.uk](mailto:DC123456@student.don.ac.uk)



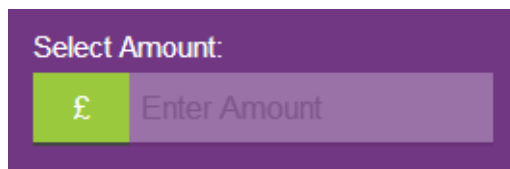
Select Payee:

Please Select Payee...

Or Someone New

A screenshot of a purple-themed web form. At the top, it says "Select Payee:". Below this is a white dropdown menu with the placeholder text "Please Select Payee..." and a red arrow icon. Below the dropdown is a green button with the text "Or Someone New".

6. Enter the amount to be paid



Select Amount:

£ Enter Amount

A screenshot of a purple-themed web form. At the top, it says "Select Amount:". Below this is a green box containing the pound symbol (£) and a grey input field with the placeholder text "Enter Amount".

7. Click on make payment