MAIL-IN DEPOSIT FORM

The OneCard is California State University, Sacramento's official photo identification card for students, faculty and staff. The OneCard serves as a Library card, an access card for campus sporting and social events, a public transit card, and a computer lab print card. Funds can also be deposited onto the OneCard into the Hornet Bucks account which allows the user to make purchases and payments all over campus:

- Buy textbooks and supplies at the Hornet Bookstore
- Pay tuition at the Bursar's Office
- Purchase food and drink at campus eateries
- Purchase prescriptions
- Buy parking permits
- Print in any computer lab

To deposit money into a Sacramento State OneCard Hornet Bucks account, please complete the following fields and mail this form along with your check to:

Bursar's Office
Lassen Hall, Room 1001
6000 J Street, Mail Stop 6052
Sacramento, CA 95819
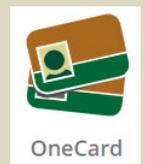
IMPORTANT! Please make checks payable to "CSUS"

Amount of Deposit	Sac State OneCard Account Holder Name	
Sac State ID# or DOB	Depositor Phone No.	Depositor Email Address *(for confirmation purposes only)*

You may also make a deposit into a OneCard Hornet Bucks account:

- ✓ IN OFFICE: Bring cash or check deposits to the Bursar's Office located in Lassen Hall, Room 1001.
- ✓ HORNET BUCKS STATION: Deposit cash at any Hornet Bucks Station. The display on the front of the machine gives easy step-by-step instructions. Hornet Bucks Stations can be found in the Library, University Union, AIRC Computer Lab, and American River Courtyard Computer Lab.
- ✓ CREDIT CARD: Log onto the account holder's "My Sac State" account to make a Visa, MasterCard or Discover Card deposit *(convenience fee applies)*. Click on the OneCard icon to the far right, then click the "Deposit Hornet Bucks" link on the left. Or deposit through the "Sac State OneCard" mobile app.

To check account balances and view a detailed list of recent transactions:

- ✓ Log onto the account holder's "My Sac State" account. Click on the OneCard icon to the far right. Click "view more" to see more transactions.

If you have questions please visit the OneCard website,
or contact OneCard Services directly at onecard@csus.edu or (916) 278-1000, option 3.