

# Online eCard Deposits

The East Stroudsburg University Campus Card Center offers access to the OneWeb Portal to enable convenient eDollar & Dining Dollar deposits. You can also check your eDollar balance, Dining Dollar balance, and your meal plan status.

## Steps for Navigating to the OneWeb Portal

- Enter [www.esu.edu/ecard](http://www.esu.edu/ecard) in your web browser, scroll down to **Deposit Funds**, and then click on "1Card" listed under **Methods of Payment**
- Alternatively, select **Purchase Dining Dollars**, listed under the **Meal Plan and Dining Tools** section of your myESU student portal

## Steps for Making Deposits in the OneWeb Portal

- If you are a first-time user, you will need to create a Password specifically for the OneWeb portal
  - o To create a password, click on **Create Password** under the "Sign In" Button
  - o Your Account Number is the last 6 digits of your ESU Student ID number
  - o Enter your date of birth exactly as shown (slashes included)
  - o Create a password of your choosing (minimum of 12 characters, must include an uppercase and lowercase letter, a number, and a special character)
- Enter your Account Number (last 6 digits of ESU Student ID) and your password that you created for the OneWeb portal (not the password associated with your ESU credentials)
- To add funds, click on **Add Funds** under the balance you wish to deposit into
- Select the balance you wish to add funds to (eDollars or Dining Dollars), fill in the required information, and then click **Continue**
  - o Please note that all transactions are considered final and non-refundable, so please ensure you have selected the balance you wish to make a deposit for
- Complete the spam check and then click **Continue**
- Fill in all the required Payment, Account, and Billing Information, and then click **Continue**
- If the transaction was successful, you will see a confirmation page and receive an email receipt of your transaction

## Steps for Checking Balances on your eCard

- After logging into the OneWeb portal, your balances will be displayed under the banner that includes your name and ID number

Please feel free to contact the Campus Card Center with any questions, comments, or concerns:

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