
UNIT4

CAMS[®] Enterprise

Online Payment Setup

Unit4 Education Solutions, Inc.

Published: 17 April 2019

Abstract

This document is designed to provide you with information necessary to implement Online Payments via the Student and Alumni Portals. Once this setup is complete, Students and Alumni may make payments through the portals.

Disclaimer

Unit4 Education Solutions, Inc. makes no representation or warranties with respect to the contents or use of this guide. Further, Unit4 Education Solutions, Inc. reserves the right to revise this guide and make changes to its contents at any time without obligation to notify any person or entity of such revisions or changes.

In no event will Unit4 Education Solutions, Inc. be liable to buyer or any other party for any damages, including any lost profits, lost savings, or other special incidental or consequential damages arising out of the use of or inability to use such product, even if Unit4 Education Solutions, Inc. has been advised of the possibility of such damages, or for any claim by any other party.

© 2019 Unit4 Education Solutions, Inc. All rights reserved. All company and product names included in this document may be trademarks or registered trademarks of their respective companies. The information contained in these pages is subject to change at any time without prior notice.

Table of Contents

Online Payments	4
Setup.....	4
YourPay®	6
VeriSign® Payflow Link	7
PayPal® Website Payments Standard	11
PayPal® Payflow Pro	12
iPay®	14
Higher One®	16
viaKLIX®	17
Virtual Merchant®	18
TransAction Central™	20
U.S. Bank.....	23
Official Payments Corporation®	25
Chase Paymentech™	27
First Data™	30
Pay.Gov®	33
FACTS	36
CyberSource®	38
Online Payment Transactions	40
Index.....	41

Online Payments

Setup

Online payments can be taken through the portals once setup is done. Setup must be coordinated with Unit4 Education Solutions, Inc. to ensure that the needed files are installed and correctly set up.

CAMS Enterprise is designed to work with several major online payment providers. Your institution must have an existing account with one of these providers before beginning the set up in CAMS Enterprise.

Portals

The Portals Tab is where an Online Payment Vendor can be selected, a Username and Password supplied (if required), and the Authorize After Payment flag set. With the Authorize After Payment box checked, any unofficially registered courses will be authorized to official status when payment completes.

Students can pay online from the Student Portal. Depending on how an institution sets this up, TransDocs can be specified to direct payment towards particular items such as Housing or Parking.

Multiple items can be listed on the payment page which allows a student to choose which items are included in the payment. By default Tuition is hard-coded in the drop-down list via the Campuses Reference Table unless otherwise noted in your Online Payment Provider’s individual setup.



Step-By-Step: Add Online Payment TransDocs

1. Right-click in the Online Payment TransDocs data grid.
2. Select the appropriate TransDoc.
3. Enter a description. The description is what the student will see in the dropdown on the payment page. This is not the description that will display on the student’s statement. Make the description short and concise, such as, Housing, Parking, Full Payment, etc.
4. Click **Add** and you will return to the data grid.

On-line Payment Parameters

Payment Information	
Payment is for (select most appropriate)	<div style="border: 1px solid black; padding: 2px;"> <div style="background-color: #00AEEF; color: white; padding: 2px;">Tuition</div> <div style="padding: 2px;">Housing Fees</div> <div style="padding: 2px;">Parking Fees</div> </div>
Amount *	1063.00

Figure 1: Student Portal Online Payment TransDoc Dropdown Field (Layout may be different depending on payment vendor used.)

In addition to authorization credentials, payment parameters may also be supplied by an institution’s selected vendor. These parameters may have a standard Identifier designated by the vendor and a unique value assigned to your

institution. In order for payment processing to complete, these values must be correctly entered into the Online Payment Parameters data grid.



Step-By-Step: Add Online Payment Parameters

1. Right-click in the Online Payment Parameters data grid.
2. Enter an Identifier label provided by the selected Payment Provider or listed in their configuration settings.
3. Enter a Value provided by the selected Payment Provider or listed in their configuration settings.
4. Click **Add** and you will return to the data grid.

Parameters can be configured for Production and Test environments and may be the same as or different from parameters used across various portal sites. For your convenience, a Copy function exists to move parameter configurations from one Environment/Portal combination to another.



Step-By-Step: Copy Online Payment Parameters

1. Select the Environment and Portal combination to use as the source configuration, then click the **Copy** button.
2. The Copy Payment Parameters window opens with the selected combination identified as the **Source**.
3. Select the Environment and Portal combination to use as the **Destination**, then click the **Copy** button.
4. Parameter settings will be copied from the Source to the Destination. If parameters already exist at the Destination, then parameter settings will not be copied.

Misc

The Misc tab is where a default Failure Message can be designated and Extended Document Types configured for each payment type.

The message entered in the **Failure Message** field will display when an online portal payment fails.

Selecting an **Extended Document Type** (Reference Table: Extended Document Types) will populate this field at the transaction level when the payment information reaches the CAMS database. Credit Card and ACH/Check payments can be configured with separate Extended Document Type values.

YourPay®

YourPay online payment vendor is now obsolete in CAMS. Please see First Data™ on page 29 in this document.

VeriSign® Payflow Link

Once you have an account with VeriSign Unit4 Education Solutions, Inc can provide you with the correct files. You will have to ensure that certain options are set up in the institution's VeriSign account.



Step-By-Step: VeriSign Set Up

This Step-By-Step is done on the institution's VeriSign account pages not in CAMS Enterprise. Sign into VeriSign Manager and proceed to **Account Info**.

Click **Payflow Link Info**. The **Form Configuration** page displays.

Form Configuration

Return URL Method:

Return URL:

Silent POST URL:

Force Silent Post Confirmation: Failed Silent Post Return URL:

Billing Information:

Required Fields: Name Address City State Zip Country Phone Email CSC

Editable Fields: Name Address City State Zip Country Phone Email CSC

Note: Required/Editable Billing Information is not valid for Telecheck

Shipping Information:

Required Fields: Name Address City State Zip Country Phone Email

Editable Fields: Name Address City State Zip Country Phone Email

Transaction Process Mode:

Figure 2: Silent Post URL

Enter the URL in the Silent POST URL field where the VeriSignCheckout.asp page will reside. (This is provided by Unit4 Education Solutions, Inc. and resides in the root folder of the Student and Alumni portals.)

Enter the URL in the Failed Silent Post Return URL where the VeriSignFailure.asp page will reside. (This is provided by Unit4 Education Solutions, Inc. and resides in the root folder of the Student and Alumni portals.)



Warning: Both of the above fields must be correctly entered to ensure CAMS Enterprise receives notice about the success or failure of a transaction.

Additional settings can be applied as needed by the institution. See your institution’s VeriSign documentation.

Figure 3: Email Option

Enter the email address in the **Email from Merchant Address** field if an email confirmation is to be sent after a transaction.



Step-By-Step: VeriSign Payflow Link Online Payment Setup

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

	Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserIC	UpdateTi
1	HOUSING	Student Housing	MATTW	4/20/2005 8:48	JULIETTEB	3/16/200
2	MISC	Transcript Fee payment	TONYG	6/24/2009 4:29	TONYG	6/24/200
3	TUITION		TRS-MGR	1/9/2008 11:33		[NULL]

Online Payment Parameters (static)

	ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserIC	UpdateTime
1	336	PARTNER	VERISIGN	MATTW	7/23/2009 1:57		[NULL]
2	337	TRXTYPE	S	MATTW	7/23/2009 2:00		[NULL]

Figure 4: Online Payment window

2. Select VeriSign as the **Online Payment Vendor**.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. Enter the **Username** and **Password** that will be used by VeriSign.

5. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.
6. Right-click in the **Online Payment Parameters** data grid.
7. Enter **Partner** in the **Identifier** field and the partner name in the **Text Value** field.
8. Click **OK** to return to the data grid.
9. Right-click again in the Online Payment Parameters data grid.
10. Enter **Type** in the Identifier field and the letter **S** in the Text Value field. Click **OK** to return to the data grid.

On Line Payment Parameters (static)							
	ParameterID	Identifier	TextValue	InsertUserID	InsertTime	UpdateUserID	UpdateTime
1	2	PARTNER	VeriSign	MATTW	4/15/2005 10:3		[NULL]
2	3	TYPE	S	MATTW	4/15/2005 10:3		[NULL]

Figure 5: Online Payment Parameters



Note: Partner and Type are the only valid identifiers.

Step-By-Step: VeriSign Set Transaction Types

VeriSign allows other transaction companies to receive payments using the VeriSign service. In order for CAMS Enterprise to process transactions correctly there must be two static **Online Payment Parameters**, **Partner** and **Type**.

The Partner parameter is the partner name used by your vendor.

Company Information:

Merchant: TRSMGR

Partner: VeriSign

Company Name: Three Rivers Systems, Inc.

Address 1: 16388 Company Address *

Address 2:

City: St Louis *

State/Province: Missouri **

Zip/Postal Code: 63021 **

Figure 6: Partner Parameter

The Type parameter is used to specify the transaction type. **S** would be the normal setting for transactions.

VeriSign supports the following transaction types:

1. **Sale (S)** An approved sale transaction bills the purchaser's credit card immediately. Upon getting an authorization, the transaction is scheduled immediately for settlement.
2. **Credit (C)** A credit transaction transfers funds from the merchant's account back to a customer's credit card.
3. **Authorization (A)** An Authorization transaction authorizes funds and places a "hold to buy" on a customer's credit card account. This holds the funds for you to capture at a later time (using Delayed Capture).
4. **Delayed Capture (D)** Delayed capture transaction uses the information from an Authorization transaction to bill a customer's credit card.
5. **Void (V)** A Void transaction voids a sale or delayed capture transaction so that it will not settle. If you void a delayed capture, you also void the corresponding authorization.
6. **Voice Authorization (F)** A voice authorization transaction is a transaction that is approved off-line by telephoning the cardholder's bank. Some transactions cannot be authorized over the Internet (for example, high dollar amounts). If the transaction is approved, the bank provides you with a Voice Authorization number (Authorization Code or AUTHCODE). Once a Voice Authorization transaction has been approved, it is treated like a sale or a delayed capture transaction.

PayPal® Website Payments Standard



Step-By-Step: PayPal Online Payment Set Up

PayPal Website Payments Standard version setup allows applicants and students to make credit card payments via the Application, Graduate Application, and Student portals. PayPal uses page redirection and does not require that Web Services be used for your portals.

You will need to select PayPal as the Online Payment Vendor and enter the two Online Payment Parameters in the bottom data grid by right-clicking in the grid then enter the **Identifier** and **Value**. For the Identifier, use lower case and for the Text Value, use upper case as shown below.

CAMS Enterprise does not record a transaction for PayPal because PayPal does not send back a confirmation after the payment is made. You will receive notification through your PayPal account.



Note: When using PayPal with the Application Portal, as PayPal does not send back confirmation after payment is made, Application Portal Configuration should NOT be configured to “Force Online Payment Prior to Submitting New Application”. Since no transaction can be recorded in the database, CAMS will not recognize that a payment has been made and the applicant will not be able to submit the application.

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payments - Student/App Portal

Online Payment Vendor: PayPal

Authorize After Payment:

Username: Password:

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserLC	UpdateTi
Delete					

Online Payment Parameters (static)

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserLC	UpdateTime
1	business	PayPalProvided	DENNISW	4/23/2012 1:56	DENNISW	4/23/2012 4:31
2	currency_code	USD	DENNISW	4/23/2012 1:56	[NULL]	
Delete						

Figure 7: PayPal Online Transaction Set Up

2. Do NOT select **Authorize After Payment**. Since PayPal Website Payments Standard version does not send back a confirmation, CAMS cannot authorize upon confirmation of the payment.
3. The **Username** and **Password** fields are not used with this provider.

4. Right-click in the bottom data grid to enter each of the following parameters:
 - a. **Identifier:** business
Value: <Your PayPal provided email address>
 - b. **Identifier:** currency_code
Value: USD

PayPal® Payflow Pro



Step-By-Step: PayPal Payflow Pro Set Up

With PayPal Payflow Pro credit card and ACH payments can be accepted from the Application Portal, Graduate Application, and the Student portals; and donations can be made online via the Alumni Portal. Transactions can also be processed through the Billing Batch and Development Batch. PayPal Payflow Pro setup requires that the CAMS IIS and Portal server utilize Web Services (whether on one server or separate servers). For information on setting up Web Services, see Managing CAMS Enterprise.pdf.

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payments - Student/App Portal Help Cancel

Online Payment Vendor PayPal Pay Flow Pro **Authorize After Payment**

Username PayPalUser **Password**

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

	Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserIC	UpdateTi
1	HOUSING	Student Housing	MATTW	4/20/2005 8:48	JULIETTEB	3/16/200
2	MISC	Transcript Fee payment	TONYG	6/24/2009 4:29	TONYG	6/24/200

Delete

Online Payment Parameters (static)

	ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserIC	UpdateTime
1	336	PARTNER	PayPal	MATTW	7/23/2009 1:57	DENNISW	7/31/2009 3:11
2	337	TRXTYPE	S	MATTW	7/23/2009 2:00	[NULL]	

Delete

Figure 8: Online Payment window

2. Select **PayPal Pay Flow Pro** from the **Online Payment Vendor** drop-down.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. Enter the **Username** and **Password** that will be used by PayPal Payflow Pro.

5. Right-click in the bottom data grid to enter each of the following parameters:
 - a. **Identifier:** PARTNER
Value: <Your PayPal Payflow Pro partner name>
 - b. **Identifier:** TRXTYPE
Value: S
 - c. **Identifier:** CURRENCY
Value: The ISO code for the currency you wish to use.



Note: The currency parameter is only necessary if not using US Dollars (USD).

6. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.
7. Click the **Alumni** tab.

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserI	UpdateTime
53	PARTNER	PayPal	GARYG	12/23/2008 2:3	DENNISW	7/31/2009 3:21
54	TRXTYPE	S	GARYG	12/23/2008 2:3		[NULL]

Figure 9: Alumni Portal PayPal Payflow Pro

8. Select PayPal Pay Flow Pro from the **Online Payment Vendor** drop-down.
9. Enter the **Username** and **Password** that will be used by PayPal Payflow Pro.
10. Right-click in the bottom data grid to enter each of the following parameters:
 - a. **Identifier:** PARTNER
Value: <Your PayPal Payflow Pro partner name>
 - b. **Identifier:** TRXTYPE
Value: S

iPay®

iPAY allows credit card payments to be accepted from the Application, Graduate Application, and Student Portals; and donations can be made online via the Alumni Portal. In order for CAMS Enterprise to process transactions correctly there must be five static **Online Payment Parameters: Company Key, Security Key, Service Format, Service Subtype and Terminal ID.**



Step-By-Step: Set Up iPAY

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Figure 10: iPay Vendor Set Up

2. Select **iPAY** from the **Online Payment Vendor** drop-down.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. The **Username** and **Password** fields are not used with this provider.
5. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.
6. In the lower data grid right-click to create a parameter.

Figure 11: iPay Parameter

7. Enter **Company_Key** in the **Identifier** field. Ensure that you use an underscore between the two words. Enter the **Value** that has been assigned to you by iPay. Click **Add** to add the parameter.
8. Enter **Security_Key** in the Identifier field. Ensure that you use an underscore between the two words. Enter the Value that has been assigned to you by iPay. Click **Add** to add the parameter.
9. Enter **Service_Format** in the Identifier field. Ensure that you use an underscore between the two words. Enter the Value that has been assigned to you by iPay. Click **Add** to add the parameter.
10. Enter **Service_Subtype** in the Identifier field. Ensure that you use an underscore between the two words. Enter the Value that has been assigned to you by iPay. Click **Add** to add the parameter.
11. Enter **Terminal_ID** in the Identifier field. Ensure that you use an underscore between the two words. Enter the Value that has been assigned to you by iPay. Click **Add** to add the parameter.
12. Click the "X" to close the window and save the parameters.

Higher One®

Higher One allows students to pay online and for CAMS Enterprise to receive credit card and ACH payments using the Higher One service. Payments can also be processed through the Billing Batch. In order for CAMS Enterprise to process transactions correctly there must be one static Online Payment Parameter: ATSID. Higher One requires an SDK DLL file to be registered on the server. Once an account is set up with Higher One, Unit4 Education Solutions, Inc. can provide you with the correct file.



Step-By-Step: Set Up Higher One Online Payment

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Figure 12: Higher One Vendor Set Up

2. Select **Higher One** from the **Online Payment Vendor** drop-down.
3. The **Username** and **Password** fields are not used with this provider.
4. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**.
5. In the lower data grid right-click to create a parameter.

Figure 13: Higher One Parameter

6. Enter **ATSID** in the **Identifier** field. Enter the **Value** that has been assigned to you by Higher One. Click **Add** to add the parameter.
7. Click the “X” to close the window and save the parameters.

viaKLIX®

viaKLIX online payment vendor is now obsolete in CAMS. Please see Virtual Merchant® on page 18 in this document.

Virtual Merchant®

With Virtual Merchant, credit card payments can be accepted from the Alumni, Application, Graduate Application, and Student portals. You will need to select Virtual Merchant as the Online Payment Vendor and enter the tuition TransDoc and the four Online Payment Parameters as shown below.



Step-By-Step: Virtual Merchant Online Payment Set Up

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payments - Student/App Portal Help Cancel

Online Payment Vendor Virtual Merchant **Authorize After Payment**

Username **Password**

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserIC	UpdateTime
1	TUITION	Tuition Payments	DENNISW	7/20/2010 10:1	[NULL]

Delete

Online Payment Parameters (static)

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserIC	UpdateTime
1	142	ssl_merchant_id	xxxxxx	DENNISW	7/14/2010 2:03	DENNISW 7/20/2010 10:14
2	143	ssl_pin	xxxxxx	DENNISW	7/14/2010 2:04	DENNISW 7/20/2010 10:14
3	144	ssl_transaction	ccsale	DENNISW	7/14/2010 2:04	[NULL]
4	145	ssl_user_id	xxxxxx	DENNISW	7/14/2010 2:05	DENNISW 7/20/2010 10:14

Delete

Figure 14: Online Payment Setup – Virtual Merchant

2. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
3. The **Username** and **Password** fields are not used with this provider.
4. Select Virtual Merchant from the **Online Payment Vendor** drop-down.
5. In the upper grid, right-click to add the TransDocs that will be used for tuition and various other payments.



Note: Institutions that use Virtual Merchant must enter the Tuition TransDoc in the upper data grid rather than adding it to the campus reference table.

11. In the lower grid, right-click to create the ssl_merchant_id, ssl_pin, ssl_transaction_type, and ssl_user_id that are provided by Virtual Merchant.
12. Once online payments have been made using Virtual Merchant, the payments will be available for transfer to billing from CAMS Manager >CAMS Portal >Transfer >Credit Cards.
13. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration**.

Application Portal Configuration		Help	Cancel
Enable Application Online Payments <input checked="" type="checkbox"/>			
Application Portal Online Payment Options			
Application Fee Transaction Document	APPFEE		
Application Fee Amount	\$ 25.00		
Force Online Payment Prior to Submitting New Application <input checked="" type="checkbox"/>			

Figure 15: Application Portal Online Payment Provider Parameters



Note: The Application Portal uses the same vendor as is set for the Student portal.

14. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** checkbox. Additional fields display.
15. Select the Application Fee Transaction Document and enter the Application Fee Amount.
16. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.
17. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.

TransAction Central™



Step-By-Step: TransAction Central Online Payment Setup

With TransAction Central, credit card and ACH payments can be accepted from the Student Portal and can be processed through the Billing Batch; credit card payments can be accepted from the Application, Graduate Application, and the Alumni portals. You will need to select TransAction Central as the Online Payment Vendor and enter TransDocs, if desired, and the two Online Payment Parameters as shown below.

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payment Vendor: Transaction Central Authorize After Payment

Username: Password:

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserIC	UpdateTi
1	TUITION	Tuition Payments	DENNISW	7/20/2010 10:1	[NULL]

Delete

Online Payment Parameters (static)

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserIC	UpdateTime
1	191	MerchantID	DENNISW	10/29/2010 10:0	DENNISW	11/1/2010 2:26
2	192	RegKey	DENNISW	10/29/2010 10:0	DENNISW	11/1/2010 2:26
3	193	UserID	DENNISW	10/29/2010 10:0	DENNISW	11/1/2010 2:27

Figure 16: Online Payment Setup – Student/App Portal - TransAction Central

18. Select Transaction Central from the Online Payment Vendor drop-down.
19. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
20. The **Username** and **Password** fields are not used with this provider.

21. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.

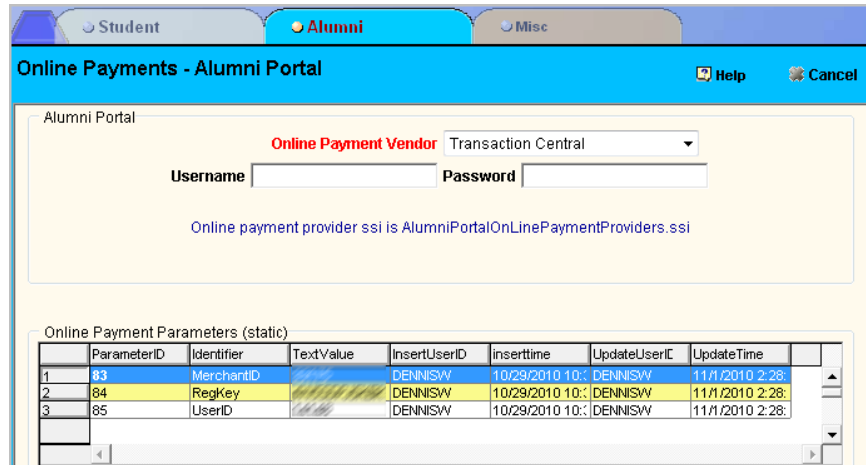


Figure 17: Online Payment Setup - Alumni Portal - TransAction Central

22. Right-click in the bottom data grid to enter each of the following parameters:
 - a. **Identifier:** MerchantID
Value: <value provided to you by vendor>
 - b. **Identifier:** RegKey
Value: <value provided to you by vendor>
 - c. **Identifier:** UserID
Value: <value provided to you by vendor>

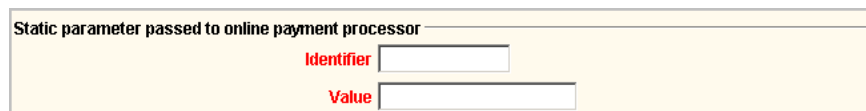


Figure 18: Online Parameters Detail Window

23. Once online payments have been made using Transaction Central the payments will be available for transfer to billing from **CAMS Manager >CAMS Portal >Transfer >Credit Cards** (or **Checks** for ACH payments).
24. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration**.

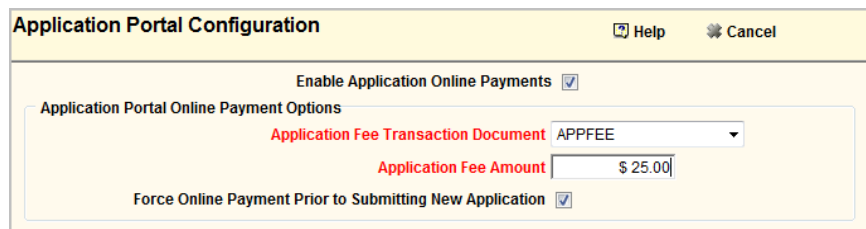


Figure 19: Application Portal Online Payment Provider Parameters



Note: *The Application Portal uses the same vendor as is set for the Student portal.*

25. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** checkbox. Additional fields display.
26. Select the Application Fee Transaction Document and enter the Application Fee Amount.
27. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.
28. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.

U.S. Bank



Step-By-Step: U.S. Bank Online Payment Set Up

You will need to select U.S. Bank as the Online Payment Vendor and enter TransDocs, if desired, and the four Online Payment Parameters as shown below. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**.

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserIC	Upda

ParameterID	Identifier	TextValue	InsertUserID	Inserttime	UpdateUserIC	UpdateTime
1	BillerGroupID	xxx	DENNISW	8/10/2009 8:17:		[NULL]
2	BillerID	xxx	DENNISW	8/10/2009 8:17:		[NULL]
3	Key	abc123xyz	DENNISW	8/10/2009 8:17:		[NULL]
4	ReturnURL	https://www.yx	DENNISW	8/10/2009 8:18:		[NULL]

Figure 20: Online Payment Setup – US Bank

2. Select US Bank from the **Online Payment Vendor** drop-down.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. Enter the **Username** and **Password** for the account.
5. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.
6. Create the four parameters (provided by U.S. Bank) and enter their values in the lower data grid:
 - **BillerGroupID**
 - **BillerID**
 - **Key**
 - **ReturnURL**

The **ReturnURL** parameter must be the external URL that points to USBankBillingRecord.asp page located in the Student Portal website virtual directory. This is the page that records the transaction in CAMS Enterprise when the student returns from the U.S. Bank payment center. Payment is done by redirecting the student to a U.S. Bank website where they make a payment, and then return.

Once they receive a successful message their payment is complete it is recorded in CAMS Enterprise.

Official Payments Corporation®

Official Payments allows applicants and students make credit card, check or bank account payments via the Application, Graduate Application, and Student portals, and for CAMS Enterprise to receive payments using the Official Payments service.

Official Payments uses page redirection and requires that the CAMS IIS and Portal server utilize Web Services (whether on one server or separate servers). For information on setting up Web Services, see [Managing CAMS Enterprise.pdf](#).



Step-By-Step: Official Payments Online Payment Setup

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payment Vendor Official Payments **Authorize After Payment**

Username Password

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

	Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserIC	UpdateTi
1	HOUSING	Student Housing	MATTW	4/20/2005 8:48	JULIETTEB	3/16/200
2	MISC	Transcript Fee payment	TONYG	6/24/2009 4:29	TONYG	6/24/200

Online Payment Parameters (static)

	ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserIC	UpdateTime
1		AppID	1111	DENNISW	7/31/2009 4:24		[NULL]
2		Processor	PaySelect	DENNISW	7/31/2009 4:24		[NULL]
3		SkinID	0	DENNISW	7/31/2009 4:24		[NULL]

Figure 21: Online Payment Setup - Official Payments

2. Select **Official Payments** from the **Online Payment Vendor** drop-down.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. The **Username** and **Password** fields are not used with this provider.
5. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.

6. In the lower grid, right-click to create the three parameters' **Identifier** and **Value** entries as provided to you by Official Payments Corporation:
 - **AppID**
 - **Processor**
 - **SkinID**

Static parameter passed to online payment processor	
Identifier	AppID
Value	1111

Figure 22: Online Payment Provider Parameters

7. Once online payments have been made using Official Payments the payments will be available for transfer to billing from **CAMS Manager >CAMS Portal >Transfer >Credit Cards** (or **Checks** for ACH payments).
8. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration**.

Application

Application Portal Configuration Help Cancel

Enable Application Online Payments

Application Portal Online Payment Options

Application Fee Transaction Document

APPFEE

Application Fee Amount

\$25.00

Force Online Payment Prior to Submitting New Application

Figure 23: Application Portal Online Payment Provider Parameters



Note: The Application Portal uses the same vendor as is set for the Student portal.

9. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** checkbox. Additional fields display.
10. Select the **Application Fee Transaction Document** and enter the **Application Fee Amount**.
11. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.
12. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.

Chase Paymentech™

Chase Paymentech allows applicants, students, and alumni to make credit card payments via the Application, Graduate Application, Student, or Alumni/Donor portals.

Chase Paymentech setup requires that the CAMS IIS and Portal server utilize Web Services (whether on one server or separate servers). For information on setting up Web Services, see Managing CAMS Enterprise.pdf.

A Chase Paymentech SDK is required to be installed on the CAMS IIS server. Contact Unit4 Education Solutions for installation of this SDK.



Step-By-Step: Chase Paymentech Online Payment Setup

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payments - Student/App Portal Help Cancel

Online Payment Vendor Chase Paymentech **Authorize After Payment**

Username Password

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

	Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserI	UpdateTi
1	HOUSING	Student Housing	MATTW	4/20/2005 8:48:	JULETTEB	3/16/200
2	MISC	Transcript Fee payment	TONYG	6/24/2009 4:29:	TONYG	6/24/200

Delete

Online Payment Parameters (static)

	ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserI	UpdateTime
1		BIN	123456	DENNISW	7/31/2009 4:29:		[NULL]
2		MerchantID	123456789123	DENNISW	7/31/2009 4:30:		[NULL]

Delete

Figure 24: Student Portal Online Payment Setup - Chase Paymentech

2. Select **Chase Paymentech** from the **Online Payment Vendor** drop-down list.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. The **Username** and **Password** fields are not used with this provider.
5. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.

6. In the lower grid, right-click to create the two parameters' **Identifier** and **Value** entries as provided to you by Chase Paymentech:
 - **BIN**
 - **MerchantID**

Static parameter passed to online payment processor

Identifier

Value

Figure 25: Online Payment Provider Parameters

7. Once online payments have been made using Chase Paymentech the payments will be available for transfer to billing from **CAMS Manager >CAMS Portal >Transfer >Credit Cards**.
8. Click the **Alumni** tab.

Online Payments - Alumni Portal

Alumni Portal

Online Payment Vendor Chase Paymentech

Username Password

Online payment provider ssi is AlumniPortalOnLinePaymentProviders.ssi

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserL	UpdateTime
1	BIN	123456	DENNISW	7/31/2009 11:2		[NULL]
2	MerchantID	123456789123	DENNISW	7/31/2009 11:2		[NULL]

Delete

Figure 26: Alumni Portal Online Payment Provider Parameters

9. Select **Chase Paymentech** from the **Online Payment Vendor** drop-down list.
10. The **Username** and **Password** fields are not used with this provider.
11. Right-click in the **Online Payment Parameters (static)** grid to create the two parameters' **Identifier** and **Value** entries as provided to you by Chase Paymentech.
 - **BIN**
 - **MerchantID**

Static parameter passed to online payment processor

Identifier

Value

Figure 27: Online Payment Provider Parameters

12. Online donations are recorded in CAMS Enterprise Development System Batch.
13. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration**.

Figure 28: Application Portal Online Payment Provider Parameters



Note: The Application Portal uses the same vendor as is set for the Student portal.

14. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** checkbox. Additional fields display.
15. Select the **Application Fee Transaction Document** and enter the **Application Fee Amount**.
16. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.
17. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.

First Data™

First Data Online Payment Provider allows applicants, students, and alumni to make credit card payments via the Application, Graduate Application, Student, or Alumni/Donor Portals. First Data uses page redirection, Global Gateway Connect 2.0 type of account, and does not require that Web Services be used for your portals. You will need to select **First Data Global Gateway** as the Online Payment Vendor and enter any TransDocs necessary as shown below.



Step-By-Step: First Data Online Payment Setup

There are two parts to First Data Online Payment Setup. The first part is completed in CAMS Enterprise while the second part requires modification of a script file in the folder where each portal's files are located.

First Data Global Gateway Connect 2.0 requires the use of a "Shared Secret" that must be set up in your Virtual Terminal. You will need to generate then export your "Shared Secret" then insert that along with your Store Number in a script file for each Portal.

Part 1: Completed in CAMS Enterprise

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Figure 29: Student Portal Online Payment Setup – First Data Global Gateway

2. Select **First Data Global Gateway** from the **Online Payment Vendor** drop-down list.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. The **Username** and **Password** fields are not used with this provider.

5. Multiple items can be listed on the payment page that a student can choose to pay. First Data Global Gateway configuration does NOT use the Campuses reference table's **Online Tuition Payment Transdoc** field. The tuition TransDoc and any other necessary TransDoc's must be added in the **Online Payment Transdocs** data grid. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add TransDocs.
6. There are no **Online Payment Parameters** to be set on the Student tab.
7. Once online payments have been made using First Data, the payments will be available for transfer to Billing from **CAMS Manager >CAMS Portal >Transfer >Credit Cards**.
8. Click the **Alumni** tab.

Figure 30: Alumni Portal Online Payment Provider Parameters

9. Select **First Data Global Gateway** from the **Online Payment Vendor** drop-down list.
10. The **Username** and **Password** fields are not used with this provider.
11. Online donations are recorded in CAMS Enterprise Development System Batch.
12. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration (or Grad App Configuration)**.



Note: The Graduate Application Portal must have each Program set individually as different TransDocs and fees may be used for each Program.

Figure 31: Application Portal Online Payment Provider Parameters



Note: The Application and Graduate Application portals use the same vendor as is set for the Student portal.

13. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** checkbox. Additional fields display.
14. Select the **Application Fee Transaction Document** and enter the **Application Fee Amount**.
15. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.
16. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.
17. There are no **Online Payment Parameters** to be set on the Alumni tab.

Part 2: Completed Outside of CAMS Enterprise

18. Create and export your Shared Secret from your First Data Virtual Terminal. You will need this and your Store Number for the next steps.



Note: Please contact your First Data representative if you need information on your Store Number and/or Shared Secret.

19. On the CAMS Portals IIS Server, for each portal (Alumni, Application, Graduate Application, and Student) open the **fdgg-util_sha2.inc** file with a plain text editor, such as Notepad or Notepad++. This file is located in each portal in the Scripts folder at **<Drive Letter>:\<Portal Folder Name>\Scripts\fdgg-util_sha2.inc**.

```

1 <script language="javascript" type="text/javascript" runat="server">
2   var storename = "111111"; // Replace with your Storenumber here
3   var sharedSecret = "222222"; //Replace with your Shared Secret here
4
5
6   /* If you don't want to set the Default TimeZone, then you have to do
7   the following
8   changes to set your server timeZone:
9   Example: If your server is in "PST" timezone, here are the changes:
10  //var formattedDate = defaultTime(); // Comment this line
11  var formattedDate = getServerTime(); // Uncomment this line
12  $timezone = "CST" // change to your server timeZone
13  */
14  //var formattedDate = defaultTime();
15  var formattedDate = getServerTime();
16  var timezone = "CST"
17  /* END */
    
```

Figure 32: fdgg-util_sha2.inc Script File

20. On line 2 in the illustration above, **var storename = "111111"**; enter (or copy/paste) your Store Name between the quotes.
21. On line 3 in the illustration above, **var sharedSecret = "222222"**; enter (or copy/paste) your Shared Secret between the quotes.
22. On line 16 in the illustration above, **var timezone = "CST"**; replace CST between the quotes with your server time zone.
23. Save and close the **fdgg-util_sha2.inc** file.
24. Repeat for each portal (Alumni, Application, Graduate Application, and Student).



Note: This information **MUST** be entered for each Portal (Alumni, Application, Graduate Application, and Student).

Pay.Gov®

Pay.Gov Payment Provider allows applicants, students, and alumni to make credit card and ACH payments via the Application, Graduate Application, Student, or Alumni/Donor portals. Pay.Gov uses page redirection and may be used with or without Web Services for your portals. For information on setting up Web Services, see Managing CAMS Enterprise.pdf. You will need to select Pay.Gov as the Online Payment Vendor and enter the Online Payment Parameters as shown below.



Step-By-Step: Pay.Gov Online Payment Setup

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Figure 33: Online Payment Setup – Pay.Gov

2. Select **Pay.Gov** from the **Online Payment Vendor** drop-down.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. The **Username** and **Password** fields are not used with this provider.
5. Multiple items can be listed on the payment page that a student can choose to pay. The Tuition TransDoc is determined by the TransDoc selected for the **On Line Tuition Payment TransDoc** drop-down in the **Campuses** reference table in **CAMS Manager >Lookup Table Options >Table Maintenance**. Refer to **Add Online Payment TransDocs** on page 4 for instructions to add additional TransDocs.

6. In the lower grid, right-click to create the five parameters' **Identifier** and **Value** entries as provided to you by Pay.Gov. The Identifier values are:
 - **agency_id**
 - **app_name**
 - **app_name_student**
 - **form_id**
 - **form_id_student**

Static Parameter(s) Passed to Online Payment Processor

Identifier

Value

Figure 34: Online Payment Provider Parameters



Note: The Identifiers “app_name” and “form_id” are used for the Application Portal; “app_name_student” and “form_id_student” are used for the Student Portal. The Values entered here are unique to the Application and Student Portals.

7. Once online payments have been made using Pay.Gov the payments will be available for transfer to billing from **CAMS Manager >CAMS Portal >Transfer >Credit Cards** (or **Checks** for ACH payments).
8. Click the **Alumni** tab.

Online Payments - Alumni Portal Help Cancel

Alumni Portal

Online Payment Vendor Pay.Gov

Username Password

Online payment provider ssi is AlumniPortalOnLinePaymentProviders.ssi

Online Payment Parameters (static)

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserIC	UpdateTime
108	agency_id	Your Value Her	DENNISVW	7/6/2011 1:39:3		[NULL]
109	app_name	Your Value Her	DENNISVW	7/6/2011 1:39:4		[NULL]
110	form_id	Your Value Her	DENNISVW	7/6/2011 1:39:5	DENNISVW	7/6/2011 1:40:0

Delete

Figure 35: Alumni Portal Online Payment Provider Parameters

9. Select **Pay.Gov** from the Online Payment Vendor drop-down list.
10. The **Username** and **Password** fields are not used with this provider.

11. Right-click in the **Online Payment Parameters (static)** grid to create the three parameters' **Identifier** and **Value** entries as provided to you by Pay.Gov. The Identifier values are:

- **agency_id**
- **app_name**
- **form_id**



Note: The Values entered for the Identifiers “app_name” and “form_id” here are unique to the Alumni Portal.

12. Online donations are recorded in CAMS Enterprise Development System Batch.

13. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration**.

Figure 36: Application Portal Online Payment Provider Parameters



Note: The Application Portal uses the same vendor as is set for the Student portal.

14. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** checkbox. Additional fields display.

15. Select the **Application Fee Transaction Document** and enter the **Application Fee Amount**.

16. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.

17. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.

FACTS

FACTS Management Company Payment Provider allows students to make credit card payments via the Student Portal. FACTS online payment provider uses page redirection and may be used with or without Web Services for your portals. For information on setting up Web Services, see Managing CAMS Enterprise.pdf. You will need to select FACTS as the Online Payment Vendor and enter the Online Payment Parameters as shown below.



Step-By-Step: FACTS Online Payment Setup

1. From the **CAMS Enterprise Home** page, click **CAMS Manager > CAMS Portal > Portal Configuration > Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payments - Student/App Portal [Help] [Cancel]

Online Payment Vendor: FACTS **Authorize After Payment**

Username: **Password:**

Online Payment Transdocs
NOTE: Tuition Transdoc is on the campus reference table

Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserLC	UpdateTir

[Delete]

Online Payment Parameters (static)

ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserLC	UpdateTime
1	77	eCashier	YOUR VALUE HERE	DENNISW	9/5/2012 10:08: DENNISW	9/5/2012 10:22

[Delete]

Figure 37: Online Payment Setup - FACTS

2. Select **FACTS** from the **Online Payment Vendor** drop-down.
3. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
4. The **Username** and **Password** fields are not used with this provider.
5. There is one Online Payment Parameter required for FACTS. In the lower grid, right-click to open the **Static Parameter(s) Passed to Online Payment Processor** detail window.

Static Parameter(s) Passed to Online Payment Processor

Identifier:

Value:

Created By: **On:**

Changed By: **On:**

[Add] [Cancel]

Figure 38: Online Payment Parameter detail

6. In the **Identifier** field enter **eCashier**. Populate the **Value** field with the value provided to you by FACTS Management Company.
7. Click **Add** to save or **Cancel** to close the detail window without saving.
8. Each Term in the Term Calendar Reference Lookup Table must have the FACTSID provided to you by FACTS Management Company for that specific Term populated in the **User Defined** field.
9. From the **CAMS Enterprise Home** page, click **CAMS Manager >Lookup Table Options >Table Maintenance >Reference Tables** tab.
10. Highlight **Term Calendar** in the top grid, then double-click the desired Term in the bottom grid to open the Term Calendar detail window for that Term.

The screenshot shows the 'Term Calendar' detail window. The 'User Defined' field is highlighted with a red circle and contains the text 'YOUR VALUE'. Other fields include 'Sort Term' (B12Q), 'Display Term' (FA-12), 'Term Start Date' (8/23/2012), 'Term End Date' (12/31/2012), 'Active Flag' (checked), 'Powerfaids POE Token', 'State Reporting Code', 'Allow Student Online Registration' (checked), 'Allow Faculty Online Registration' (checked), 'Display in Student Portal' (checked), 'Display in Faculty Portal' (checked), 'Display in Application Portal' (checked), 'Display in Contact Portal' (unchecked), 'Census Date', and 'Compulsory Term (ex. not summer term)' (checked). At the bottom are 'Update' and 'Cancel' buttons.

Figure 39: Term Calendar detail

11. Populate the **User Defined** field with the FACTSID provided to you by FACTS Management Company for that specific Term.

CyberSource®

CyberSource Online Payment Provider allows applicants, students, and alumni to make credit card payments via the Application, Graduate Application, Student, or Alumni/Donor portals. CyberSource uses page redirection and does not require that Web Services be used for your portals. You will need to select **CyberSource (HOP)** as the Online Payment Vendor and enter the Online Payment Parameters as shown below.



Step-By-Step: CyberSource Online Payment Setup

1. From the **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Portal Configuration >Payment Configuration**. The Payment Configuration window opens with the Student tab selected.

Online Payments - Student/App Portal Help Cancel

Online Payment Vendor CyberSource (HOP) **Authorize After Payment**

Username **Password**

Online Payment Transdocs

NOTE: Tuition Transdoc is on the campus reference table

	Transdoc	DescriptionForStudent	InsertUserID	InsertTime	UpdateUserI	UpdateTim
1	Tuition-OL	Tuition Payment	TRS-MGR	10/28/2013 12:2	[NULL]	

Delete

Online Payment Parameters (static)

	ParameterID	Identifier	TextValue	InsertUserID	inserttime	UpdateUserI	UpdateTime
1	265	currency	usd	TRS-MGR	10/28/2013 1:4	[NULL]	
2	263	merchantID	<provided by vi	TRS-MGR	10/28/2013 1:4	[NULL]	
3	264	orderPage_ser	<provided by vi	TRS-MGR	10/28/2013 1:4	[NULL]	

Delete

Figure 40: Online Payment Setup - CyberSource

2. Select **Authorize After Payment** if students should be authorized and moved to **Official Registration** after any payment is made.
3. The **Username** and **Password** fields are not used with this provider.
4. Select **Cybersource (HOP)** from the **Online Payment Vendor** drop-down.
5. In the upper grid, right-click to add the TransDocs that will be used for tuition and various other payments.



Note: Institutions that use CyberSource must enter the Tuition TransDoc in the upper data grid rather than adding it to the campus reference table.

6. In the lower grid, right-click to create the following parameters:
 - a. **Identifier:** merchantID
Value: <value provided to you by vendor>
 - b. **Identifier:** orderPage_serialNumber
Value: <value provided to you by vendor>
 - c. **Identifier:** currency
Value: ISO currency code (e.g. usd for United States Dollar)



Note: The **Identifiers** are case-sensitive and must be entered as displayed above.

2. Once online payments have been made using CyberSource, the payments will be available for transfer to billing from **CAMS Manager >CAMS Portal >Transfer >Credit Cards**.
3. Click the **Alumni** tab.
4. Select **Cybersource (HOP)** from the **Online Payment Vendor** drop-down.
5. In the lower grid, right-click to create the following parameters:
 - a. **Identifier:** merchantID
Value: <value provided to you by vendor>
 - b. **Identifier:** orderPage_serialNumber
Value: <value provided to you by vendor>
 - c. **Identifier:** currency
Value: ISO currency code (e.g. usd for United States Dollar)



Note: The **Identifiers** are case-sensitive and must be entered as displayed above.

6. Online donations are recorded in CAMS Enterprise Development System Batch.
7. To set up Application Portal fees, click **CAMS Manager >CAMS Portal >Portal Configuration >Application Configuration**.

Figure 41: Application Portal Online Payment Provider Parameters



Note: The **Application Portal** uses the same vendor as is set for the **Student portal**.

8. If you wish to allow applicants to pay the application fee online, click the **Enable Application Online Payments** check box. Additional fields display.
9. Select the Application Fee Transaction Document and enter the Application Fee Amount.
10. Check the **Force Online Payment Prior to Submitting New Application** option if applicants must pay the fee prior to submitting their application.
11. Online application fee payments are recorded in the **ProspectAppFeePaid** SQL table.

Online Payment Transactions

Once Payments have been made online they are held in a special table until they are transferred to the Billing Batch.



Step-By-Step: Transfer Online Payments

1. From **CAMS Enterprise Home** page, click **CAMS Manager >CAMS Portal >Transfer >Credit Cards** (or **Checks** for ACH payments). The **Credit Card Transfer** (or **Check Transfer**) window opens.

Figure 42: Credit Card Transaction Criteria

2. Select Specific transaction criteria if only certain transactions should be transferred to Billing.
3. Click **Initiate**.

	Term	TextTerm	Transdate	LastName	FirstName	MiddleName	StudentID
2	B08Q	FA-08	3/19/2008 8:43	Abbott	Jennifer		A0011111197
3	B08Q	FA-08	3/19/2008 9:00	Abbott	Jennifer		A0011111197
4	B08Q	FA-08	3/19/2008 9:16	Abbott	Jennifer		A0011111197
5	B08Q	FA-08	3/19/2008 9:39	Abbott	Jennifer		A0011111197
6	B08Q	FA-08	3/19/2008 10:21	Abbott	Jennifer		A0011111197
7	B08Q	FA-08	5/15/2008 3:03	Abbott	Jennifer		A0011111197
8	B08Q	FA-08	5/15/2008 4:35	Abbott	Jennifer		A0011111197
9	B08Q	FA-08	5/16/2008 9:47	Abbott	Jennifer		A0011111197
10	B08Q	FA-08	5/16/2008 10:21	Abbott	Jennifer		A0011111197
11	B08Q	FA-08	5/19/2008 8:41	Abbott	Jennifer		A0011111197
12	B08Q	FA-08	5/19/2008 8:53	Abbott	Jennifer		A0011111197
13	B08Q	FA-08	12/11/2008 3:01	Adams	Dan	W	A000001646

Note: After the transfer to the billing batch, the records will be removed from the credit card holding table.

Batch Comment: Online Payments

Effective Date: []

Figure 43: Online Payments Transactions

4. A list of online payments displays. Enter a **Batch Comment**, which will be used to identify the batch in the Billing Batch.
5. Leave **Effective Date** empty to use the actual transaction dates or enter in a date to overwrite the actual transaction dates with this day.
6. Click **Transfer**. A notice will appear for a successful transfer.

Index

ATSID	14	CyberSource Online Payment Setup	35
Chase Paymentech.....	24	FACTS Online Payment Setup.....	33
Company_Key.....	13	First Data Online Payment Setup.....	27
CyberSource	35	iPAY	12
FACTS	33	Official Payments Corporation.....	22
Failed Silent Post Return URL	5	PayPal Online Payment	9
First Data	27, 30	PayPal® Payflow PRO Online Payment	10
Higher One.....	13	Set up Higher One	13
iPAY	12	Transaction Central™	17
Official Payments Corporation.....	22	Transfer Online Credit Card and ACH Payments.....	37
Online Payment Transactions	37	U.S. Bank™	20
Online Payments Setup	4	Verisign	5
Pay.Gov	30	VeriSign Set Transaction Types.....	7
PayFlow Pro.....	10	Verisign® Payflow Link Online Payment	6
PayPal.....	9	Virtual Merchant® Online Payment Setup.....	15
Security_Key.....	13	Terminal_ID.....	13
Service_Format.....	13	TransAction Central	17
Service_Subtype.....	13	US Bank.....	20
Silent POST URL	5	Verisign Payflow Link	5
Step-By-Step		viaKLIX.....	14
Add Online Payment TransDocs	4	Virtual Merchant®	15
Chase Paymentech.....	24	YourPay	4