1. Go to the VIPP Cashnet Website (https://commerce.cashnet.com/msu_3800)

2. Find and click the 2018 Summer School Programs link under "Categories" on the right side of the Cashnet Website
1. Find the Summer School Program you want to pay for and click on it. You can also click View Details.

<table>
<thead>
<tr>
<th>Summer School - American Culture and Society (7/17/18 - 8/8/18)</th>
<th>$3,800.00</th>
<th>View Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer School - Food, Water and Our Community (7/17/18 - 8/8/18)</td>
<td>$3,800.00</td>
<td>View Details</td>
</tr>
<tr>
<td>Summer School - Global Enterprise Innovation (7/17/18 - 8/8/18)</td>
<td>$3,800.00</td>
<td>View Details</td>
</tr>
<tr>
<td>Summer School - Modern Packaging (7/17/18 - 8/8/18)</td>
<td>$3,800.00</td>
<td>View Details</td>
</tr>
<tr>
<td>Summer School - Transportation Engineering (7/17/18 - 8/7/18)</td>
<td>$3,800.00</td>
<td>View Details</td>
</tr>
</tbody>
</table>

For questions please email vipo@msu.edu or call 517.432.3663 (webce-a880)
1. Fill in the 3 boxes that ask for your Email, Name and the Country you are from.
2. Click "Register this Participant" to continue.
1. Review that the Participant's Name is spelled correctly and that the program you are paying for is correct.
2. Click "Checkout" to continue.
Note: You may also pay for another participant on their behalf by choosing "Register another Participant".
1. Enter your billing information including:
   a. Name on the credit/debit card or checking/savings bank account
   b. Address (House number and road/street of the card or bank account holder)
   c. City, State (Province), Zip Code/Postal Code and Country
   d. Email you'd like the receipt sent to
2. Click "Continue Checkout" to continue.
1. Decide and choose which Payment Method you will use (Credit/Debit Card or Checking/Savings information from Bank Account.
2. Click "Continue Checkout" to continue.
1. If you chose Credit/Debit Card, this is the screen you will see. If you chose Checking/Savings, skip to the next slide.
2. Fill out your Credit Card Number, Expiration Month and Year as well as your Card ID Code (on back of card).
3. Fill in the rest of the Cardholder Information. Note: This information should match your Billing Information that you previously filled out on slide #5.
4. Click "Continue Checkout" to proceed.
5. You will be taken to a "Final Review" screen where you will verify that all information is correct before submitting payment.
1. If you chose Checking/Savings this is the screen you will see. If you chose Credit/Debit Card, skip this slide.

2. Fill out your Bank Account Number, Confirm Bank Account Number, Select Account Type (Checking or Savings), Fill in your Routing Transit Number and the Account Holder Name. Lastly, enter the Email Address you'd like the receipt sent to.

3. Click "Continue Checkout" to proceed.

4. You will be taken to a "Final Review" screen where you will verify that all information is correct before submitting payment.
The Final Review screen

1. If everything looks correct, click “Submit Payment”
2. You are then notified whether your payment was “accepted” or “denied”. Once accepted, the receipt will automatically email to the email you provided. You also have an option to print the receipt as well as provide another email to send the receipt to.