How to Fund your Print/Copy Account

Funding your Print/Copy account online can be done with a credit card, debit card, or PayPal account.

1. Go to the payment gateway website:
   https://uniflowgway.nymc.edu/ig/budgetrecharge/index.php

2. Use your NYMC login name for User Name and password

3. After you’re logged in, click the Budget recharge link on the right

4. Enter your amount without decimals in whole dollar amounts

5. Wait for initializing

6. This page will transfer you to a secure PayPal transaction page (Note: You will have the option to pay with personal PayPal account or as a Guest with a credit or debit card)

7. After the transaction is complete, it may take a few minutes to show on your account