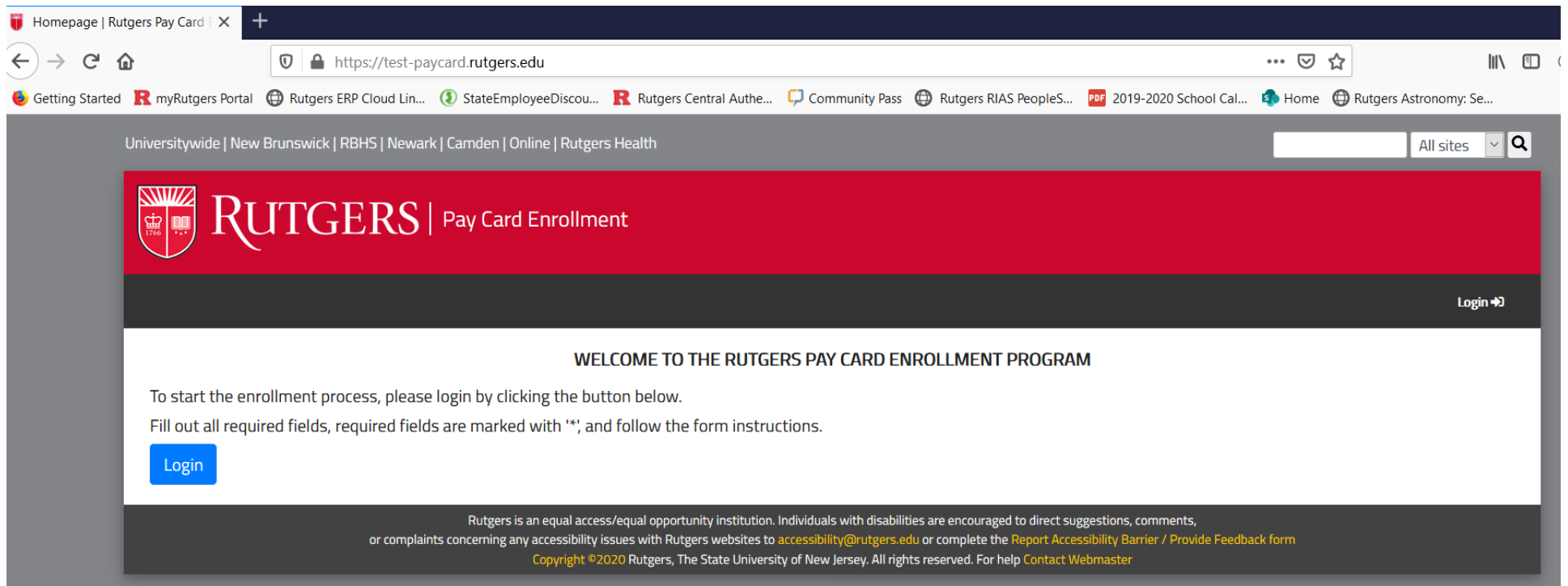


Rutgers Pay Card Enrollment

The link to this application is accessible by any active Rutgers employee with access to the Rutgers network (via VPN or otherwise)

<https://paycard.rutgers.edu>



Once the user clicks 'login' button, user will be requested to login to Rutgers CAS (access to a site that requires Rutgers authentication). This is not a public network and explicit authorization is required. Only active employees of Rutgers University will be able to login.

Please Log In

You have requested access to a site that requires Rutgers authentication. This is not a public network and explicit authorization is required. For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!

Enter your Rutgers NetID and Password

NetID:

Password:

Ensure proper security — keep your password a secret

Authentication Type: Default

☐ Notify me before logging me into other sites.

To protect your privacy, please logout and exit your browser when you are done accessing services that require authentication

[Forgotten NetID or password?](#) First-time users, [activate your NetID](#).

Links to campus web sites: [Camden](#), [Newark](#), [New Brunswick/Piscataway](#), [Rutgers University](#).
For assistance, contact the Help Desks in: [Camden](#), [Newark](#), or [New Brunswick/Piscataway](#).



After employee logs in to CAS successfully, he/she will be able to see the electronic pay card enrollment form as shown below. The shaded fields are auto-populated based on the employee's information in HR module and they are non-editable fields (ID, DOB & Name). Only phone numbers, email address and home/ mailing addresses can be edited by the employee. The disclosure form is on this application page itself and the employee will have to scroll through the whole document and only after that 'I Agree' button right below the disclosure form is enabled for the employee to click. Only after the employee fills in all the fields correctly and has clicked on the 'I Agree' button for the disclosure, the 'Submit' button will enable for the employee to complete the enrollment form successfully. PS: For confidentiality reason, I have drawn a text box over the DOB and ID fields.



RUTGERS | Pay Card Enrollment

Pay Card Form

Pending Submissions

Exported Submissions

Welcome Sangeeth Satish

Login succeeded. Welcome, satishsa.

- Required fields are marked with " * ".
- Shaded fields are imported from PeopleSoft and are not editable.

Rutgers Employee ID #:*

Date of Birth (MM/DD/YYYY):*

First Name:*

Middle Name/Initial:

Last Name:*

Work Phone Number:

Note: Any changes you make to fields on this form will not update the HCM master file data records

Home Address Line 1 (Not a P.O.Box Address):*

Home Address Line 2:

City:*

North Brunswick

State:*

New Jersey

Zip Code:*

☐ Check this box if mailing address is the same as the home address

Work Phone Number:

Home/Cell Phone Number:*

Work Email Address:*

☐ Check this box if mailing address is the same as the home address

Mailing Address Line 1:*

Mailing Address Line 2:

City:*

State:*

-Select-

Zip Code:*

▪ After submitting the form, you will receive your personalized Pay Card within seven (7) to ten (10) business days at the home or mailing address you have indicated.

▪ If you have any questions, please contact the OneSource Rutgers Faculty and Staff Service Center at 732-745-7378 or OneSource@rutgers.edu.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT

To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: when you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents.

DISCLOSURE FORM:

Please take the time to read and scroll through the document below in order to accept the disclosure terms. [Click here](#) to download the disclosure form.

From this screen, employee has an option to download the disclosure form for print/save purpose.

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT

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Please take the time to read and scroll through the document below in order to accept the disclosure terms. [Click here](#) to download the disclosure form.

U.S. Bank Focus Card™ Pre-Acquisition Disclosure
Program Number: 87265213
Reference Date: July 2018

By clicking "I agree", you agree that you have read and accepted the prepaid card disclosures.

I agree

1. By providing us with a telephone number for a cellular phone or other wireless device, including a number that you later convert to a cellular number you are expressly consenting to receive communications - including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system - from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your cellular provider.

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2. By providing your email address on this form, you are not consenting to receive any notifications via email from U.S. Bank. Upon card activation, you may opt in to receive emails and text alerts.

The Focus Card is issued by U.S. Bank National Association pursuant to a license from Visa U.S.A. Inc.

© 2020 U.S. Bank. Member FDIC.

By clicking the "submit" button below, I authorize my employer to initiate credit entries (deposits or loads) and debit entries and adjustments for any credit entries made in error to my Pay Card. This authorization will remain in effect until cancelled by me with written notification to my employer.

Submit

Cancel

Employee has to scroll through the whole disclosure document, then 'I Agree' button will be enabled and after that is selected by the employee, then the 'Submit' button is enabled as shown in 2 screenshots below:

La Tarjeta Focus es emitida por U.S. Bank National Association, de conformidad con una licencia de Visa U.S.A. Inc o Mastercard International Incorporated. Mastercard es una marca registrada y el diseño de círculos es una marca de Mastercard International Incorporated.
©2019 U.S. Bank. Miembro FDIC.
CR-16920070

By clicking "I agree", you agree that you have read and accepted the prepaid card disclosures.

I agree

1. By providing us with a telephone number for a cellular phone or other wireless device, including a number that you later convert to a cellular number you are expressly consenting to receive communications - including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system - from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your cellular provider.

2. By providing your email address on this form, you are not consenting to receive any notifications via email from U.S. Bank. Upon card activation, you may opt in to receive emails and text alerts.

The Focus Card is issued by U.S. Bank National Association pursuant to a license from Visa U.S.A. Inc.
© 2020 U.S. Bank. Member FDIC.

By clicking the "submit" button below, I authorize my employer to initiate credit entries (deposits or loads) and debit entries and adjustments for any credit entries made in error to my Pay Card. This authorization will remain in effect until cancelled by me with written notification to my employer.

Submit

Cancel

La Tarjeta Focus es emitida por U.S. Bank National Association, de conformidad con una licencia de Visa U.S.A. Inc o Mastercard International Incorporated. Mastercard es una marca registrada y el diseño de círculos es una marca de Mastercard International Incorporated.
©2019 U.S. Bank. Miembro FDIC.
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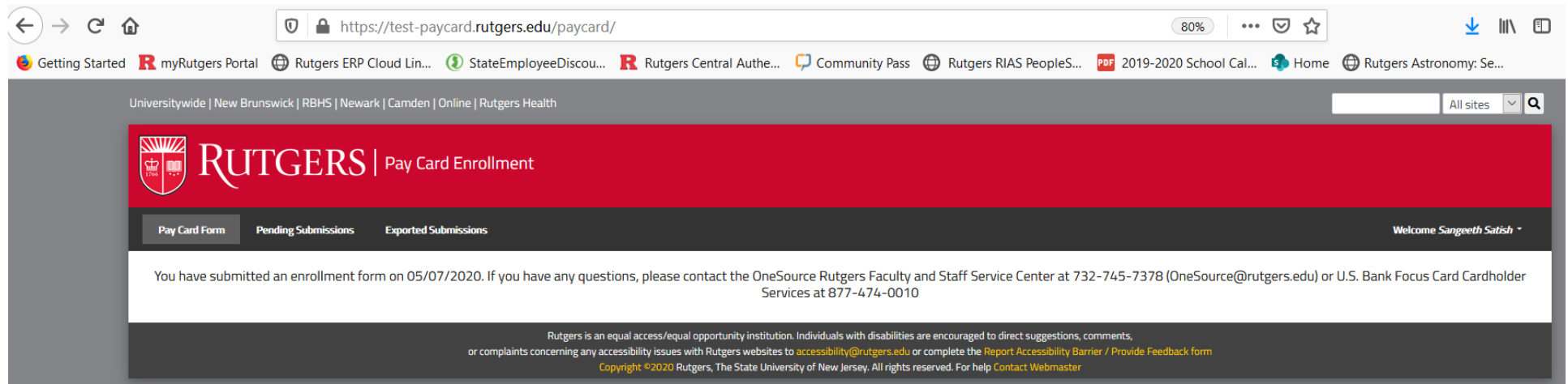
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© 2020 U.S. Bank. Member FDIC.

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Submit

Cancel

Once employee submits the form, he/she will be taken to the next screen that shows confirmation as below:



After receiving the above confirmation, employee will be able to logout from the page by clicking the dropdown menu next to their name on the right side of the screen & selecting 'Logout' button.

