



Add Money to BruinPrint Account



Log in

Log in with your Belmont email credentials.



Sign in with Microsoft

or continue with username and password

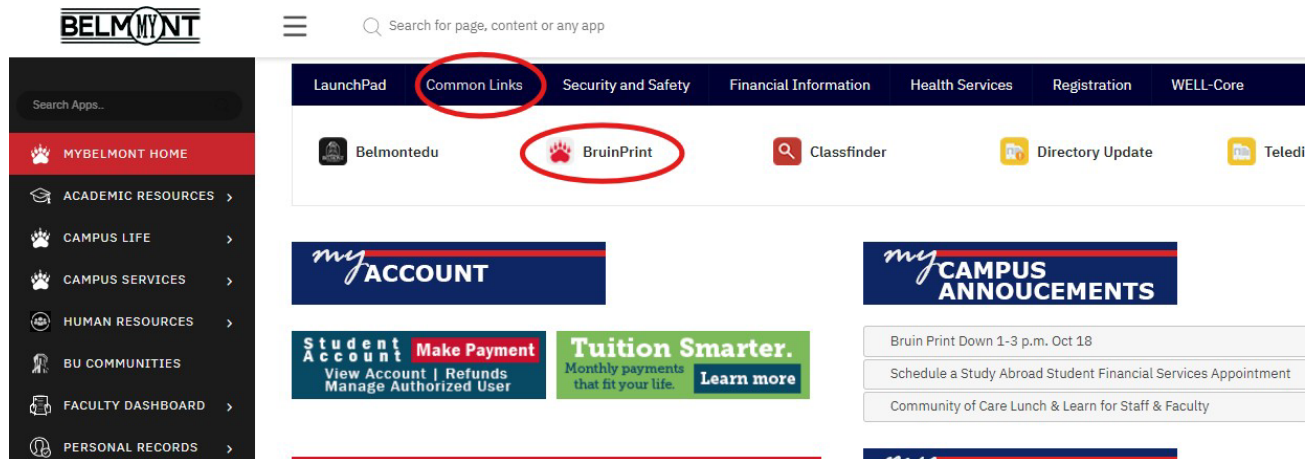
Language Select



English

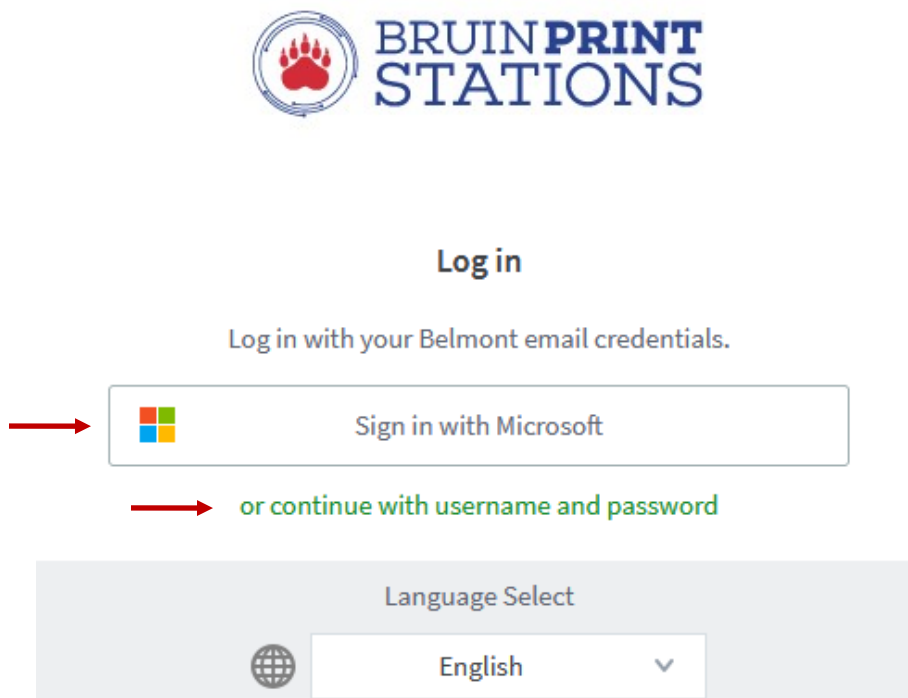


1. Log into **MyBelmont (my.belmont.edu)** using your Belmont email address and password. Click **Common Links** then **BruinPrint**.



2. On the **BruinPrint** login screen, click the **Sign in with Microsoft** option or click the **or continue with username and password** option.

Type your **Belmont email address** and **Belmont email password**.



3. Click the **Add Credit** link on the left.

The screenshot shows the PaperCutMF dashboard for user 'geoff.price'. The left sidebar contains a list of navigation links: Summary, Rates, Redeem Card, Transfers, Transaction History, Recent Print Jobs, Jobs Pending Release, **Add Credit** (highlighted with a red circle), and Bunch Library Home. The main content area is titled 'Summary' and displays three key metrics: BALANCE (\$2.00), PRINT JOBS (0), and PAGES (0). Below these, there is an 'Activity' section with a line graph titled 'Balance history for geoff price' and an 'Environmental Impact' section showing 0.0% of a tree, 0 g of CO2, and 0.0 hours running a 60W light bulb. The 'Add Credit' link in the sidebar is circled in red.

4. Select an amount of money to add from the menu. Click **Continue**.

The screenshot shows the 'Add BruinPrint credit using Credit Card' page. The left sidebar is the same as the previous screenshot, with 'Add Credit' highlighted. The main content area displays the user's 'Username' as 'geoff.price' and 'Current Balance' as '\$2.00'. Under the 'Amount to add' section, a dropdown menu is open, showing '\$1.00' as the selected amount, with a red arrow pointing to it. Below the dropdown, a green 'Continue' button is circled in red.

5. Select a payment method and provide the required information.

Belmont University
BruinPrint

Choose a way to pay

› Pay with PayPal - The faster, safer way to pay

Pay Now CHECK OUT WITH PayPal

-OR-

Pay Later PayPal CREDIT

› Pay with credit or debit card

Card Number

Expiration Date mm / yy

Billing Address

First name

Last name

Billing address

If your billing address is a PO Box, please enter the number first. Example: PO Box 123 would be entered as 123 PO Box.

Order summary

Total (USD): 1.00

6. After payment is complete, click the **Return to BruinPrint** link to view your updated balance.

Belmont University
BruinPrint

Thank you for your payment

Reference number
AR1AF9C0C598

Amount
1.00

Geoff, you have successfully completed your payment.

Payment Received Successfully!

[Return to BruinPrint](#)

To address
Geoff Price
1900 Belmont Blvd
Nashville, TN 37012
US

Ship-to address
US

If you encounter issues with your account, please contact the Service Desk at Belmont University: 615-460-8888

Secure payments by PayPal