Depositing LoboCa$h

Point browser to http://lobocard.unm.edu

Look for “Resources” in red in the left column –

If interested in saving card information for future deposits, click on “Manage LoboCa$h Account”.

If no card data is to be saved, click on “LoboCa$h Quick Deposit”.

Clicking on “Manage LoboCa$h Account” directs to the home page of the LoboCard Office Online website –

Click on the “I’m new here” and supply the information requested in the pop up box –
Once the password has been changed, add LoboCa$h by clicking the link “Add LoboCa$h Now” –

Clicking on the link will bring up the Terms & Conditions page –

Terms and Conditions - Applies to Lobo Cash Only

1. This contract is executed between the Cardholder and University of New Mexico auxiliary services (UNM). This contract pertains to the creation of a Lobo Cash spending account (LBC) which is an account available to students, employees, faculty, and staff of UNM and other individuals designated by UNM. "UNM" is defined as the University of New Mexico or any entity that is an affiliate of the University of New Mexico.

2. The terms of this contract begin when an initial deposit is made into the Lobo Card LBC. The account and cash within the Cardholder account is subject to conditions set out in this agreement.

3. The Lobo Card LBC account is a record of pre-deposited funds for the purpose of purchasing products and services from UNM.

4. The LBC account shall be debited by the Cardholder at the time of purchase and may be used for any purpose set by the University or any department thereof. Deposits may be made in person at the Lobo Card Office, Housing Reservations Office, Main Campus Office, or the UNM Bookstore with cash, check, money order, or credit card (no sales transaction fee is charged).

Once they’ve been agreed upon, the page will change to reflect needed deposit information –

Enter the UNM ID # for the recipient –
Choose the deposit amount from the pulldown box (smaller limits are at the top of the list, Other Amount is the last option) –

If Other Amount is chosen, enter amount –

Enter an email address –

Select desired options and click “Next” –

**Save payment information  Check here to save credit/debit card information**

**Select Payment Method**

**Enable automatic deposits  Check here to set up automatic deposits**
Once the page reflects a successful deposit, the funds are in the account and available –

LOBOCA$H Deposit Receipt

Date/Time: 08/25/2017 12:48:14
Transaction ID: D80232EB024843
Reason: Deposit Succeeded.
Transaction Type: Credit Card
Total Payment Amount: $5.00

Important Notes –

When card information has changed, the deposit source pull down will contain a saved data indicator –

The Quick Deposit link directs to the Terms & Conditions page and from that point, the process is the same.