



## Acceptance and Tuition Deposit Payment Instructions

1. Log on to OPUS – [www.opus.emory.edu](http://www.opus.emory.edu)
2. Click on “obtain network id and password” if you do not already have your network id and password.
3. Go to Self Service and choose “Student Center”
4. Scroll to bottom for "Admissions"
5. Click on "Pay Admissions Deposit (Tuition Deposit Online might be listed)" (link on the left)
6. Pay \$1000.00 non-refundable Acceptance and Tuition Fees
7. Your Official Acceptance Letter must be signed and mailed (and Mail or Email your completed Tuition Deposit Response Form to the program office) Please be sure your information is legible.
8. If you experience trouble, please don't panic, contact us to assist you with processing **(do not call the Emory Help Desk at this time. Email-[jerri.elder@emory.edu](mailto:jerri.elder@emory.edu))**. If you are an Emory graduate or employee, please be sure that you don't have any holds on your current accounts.
9. At this point, your seat is yours unless you decline our offer using the Response Form or fail to pay fees as directed.