

Application Payment Processing Screen Shots

Select "Credit Card" as your payment method

The screenshot shows a web browser window with the URL <https://app.applyyourself.com/AYApplicantMain/epay.asp?AYID=A299EE4-7901-4DA1-A35F-86FA44B60E>. The page title is "University of Pennsylvania's College of Liberal and Professional Studies | Alicante00 Spain00 - Mozilla Firefox".

The left sidebar contains a navigation menu with the following items: Application, Personal Information, Contact Information, Program Information, Penn Application History, Educational Background, Additional Information, Standardized Test Scores, Application Essays, Resume, Recommendation Information, Supplemental Form, Penn Summer Abroad Supplemental, Summer Abroad, Recommendations, Downloadable Forms, Check Your Application, and a print button.

The main content area displays the following information:

- A message: "You may pay your application fee online here with your credit card. Visa, Mastercard Discover and American Express cards are accepted and processed using the secured Verisign payment system. To use your credit card, select the Credit Card Payment option, fill out your credit card information, and click on the submit button below."
- A message: "If you encounter issues while trying to process a payment please contact our Technical Support group at 800.526.3313 or via email by clicking on the Tech Support link at the top of the page."
- A section titled "Review Application System Fee" with a value of "\$70".
- A section titled "Select Payment Method" with two radio button options: "Check (I'll mail my payment)" and "Credit Card" (which is selected).
- A message: "Click below to confirm the payment method indicated above and continue with the process of submitting your Application System. Please note that paying your Application System fee DOES NOT submit your Application System. You must complete and submit the information on the signature page to fully submit your Application System."
- A "pay & continue" button.

At the bottom of the page, there are links for "Application Home", "Contact Us", "Technical Support", "Update Profile", and "Logout".

Select "OK"

The dialog box has a blue title bar that reads "The page at <https://app.applyyourself.com> says:". The main content area contains a question mark icon and the text "Please verify that you wish to submit your credit card by clicking on the OK button." At the bottom of the dialog box are two buttons: "OK" and "Cancel".

Enter all required information and click “Continue to Submit Application”

The screenshot shows a Mozilla Firefox browser window titled "Order Form - Mozilla Firefox". The address bar displays "https://orderpage.ic3.com/hop/orderform.jsp". The browser's menu bar includes File, Edit, View, History, Bookmarks, Tools, and Help. The page content is for the University of Pennsylvania's College of Liberal and Professional Studies. It features a "Payment Details" section with a total amount of \$70.00 and a note that all fields in bold are required. Below this is a "Credit Card" section with logos for VISA, MasterCard, American Express, and DISCOVER. It includes a "Credit Card Type" dropdown, a "Credit Card Number" field, and an "Expiration Date" dropdown. To the right of these fields is a "DIGITAL SECURITY by Entrust VERITY SSL" logo. The "Billing Information" section contains fields for "First Last Name", "Company", "Street Address 1", "Street Address 2", "City/State/Postal Code", "Country" (a dropdown menu), "Phone Number" (with a placeholder "(nnn-nnn-nnnn)", and "Email Address". At the bottom of the form is a button labeled "Continue to Submit Application". The browser's status bar at the bottom shows "Done" and "orderpage.ic3.com".

After you click “Continue to Submit Application” the system will redirect you back to your original online application. Your final step will be to input an electronic signature and click “Submit.”

You will have successfully submitted your application once you have:

- filled out the credit card page in its entirety
- completed the electronic signature page

You should receive an auto-response email from the application system indicating that your application has been submitted.