Steps to Making Your Chapman University Law School Seat eDeposit

An e-mail containing your log-in credentials will be sent to you up to 2 weeks after you receive your admit e-mail. Once you receive your log-in credentials please take the following steps to complete your seat deposit:

1. Log-in to the Chapman University Self Service Portal at my.chapman.edu
2. Once logged in, click the arrow next to the Student Center to expand box
3. Click on the Student Center in the expanded box
4. Once in the Student Center, click Pay your eDeposit under the Finances section
5. From the eDeposits tab select:
   - A Term from the drop down menu
   - Deposit Account: Law School Seat Deposit
   - Input the Payment amount of the deposit
     - $300 to make one seat deposit payment
     - $600 to pay complete seat deposit
   - After completing the above options click Continue

6. Under the Payment Method, choose the credit card or electronic check option and complete your transaction.
7. A payment receipt will be emailed to your Chapman email address.

Congratulations! You successfully submitted your payment.

Please allow up to three business days for your seat deposit to process.

For questions, please contact the Office of Admission at 714-628-2525 or lawadmission@chapman.edu