

Two-Step Verification Enrollment - ePay

- 1. Access ePay
 - Students Login to the <u>Student Center</u>
 - From the Student Center Homepage select Financial Account
 - Select Access ePay
 - Click the Access ePay button
 - Panther Partner Authorized Users login to <u>ePay</u>
- 2. Click Security Settings
- 3. Select your preferred option for receiving your verification code. (Text, Non-Chapman Email or Google Authenticator)
 - For a verification code via TEXT
 - Select **Text Message** to existing or new mobile number.
 - Enter your preferred mobile number and carrier information
 - Click Send Code
 - Enter the code sent via text in the Verify Passcode field
 - Click Verify
 - > For a verification code via via email
 - Enter your **personal email** (Do Not use your Chapman University email)
 - Click Send Code
 - Go to your email and enter the passcode that was sent in the **Verify Code** field
 - Click Verify
 - For a verification code via Google Authenticator follow instructions in ePay

For assistance contact

ePay@chapman.edu

714-997-6838