

# eAccounts

Rutgers University – Newark



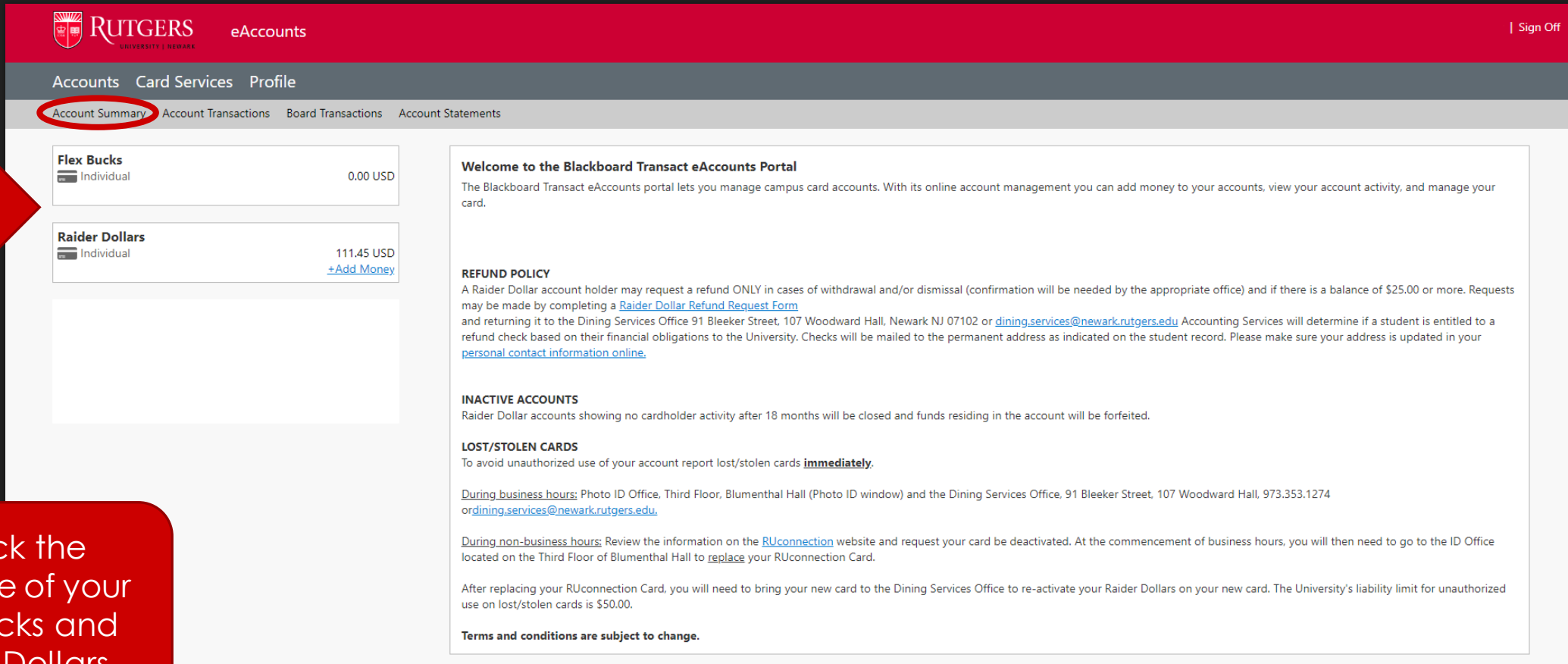
**RUTGERS**  
UNIVERSITY | NEWARK

# What is an eAccount?

The Transact eAccounts portal lets you manage campus card accounts. With its online account management, you can add money to your Raider Dollar account, view your account activity and manage your card.



# Account Summary



The screenshot shows the Rutgers eAccounts portal. The top navigation bar includes the Rutgers logo, 'eAccounts', and a 'Sign Off' link. Below this is a secondary navigation bar with 'Accounts', 'Card Services', and 'Profile'. A third navigation bar contains 'Account Summary' (circled in red), 'Account Transactions', 'Board Transactions', and 'Account Statements'. A red arrow points from the 'Account Summary' link to the account list on the left. The account list shows 'Flex Bucks' with a balance of 0.00 USD and 'Raider Dollars' with a balance of 111.45 USD and a '+Add Money' link. The main content area on the right contains a welcome message, a 'REFUND POLICY' section, an 'INACTIVE ACCOUNTS' section, a 'LOST/STOLEN CARDS' section, and contact information for business and non-business hours. A red callout box at the bottom left contains the text 'Check the balance of your Flex Bucks and Raider Dollars.'

**RUTGERS** UNIVERSITY | NEWARK eAccounts | Sign Off

Accounts Card Services Profile

Account Summary Account Transactions Board Transactions Account Statements

**Flex Bucks**  
Individual 0.00 USD

**Raider Dollars**  
Individual 111.45 USD  
[+Add Money](#)

**Welcome to the Blackboard Transact eAccounts Portal**  
The Blackboard Transact eAccounts portal lets you manage campus card accounts. With its online account management you can add money to your accounts, view your account activity, and manage your card.

**REFUND POLICY**  
A Raider Dollar account holder may request a refund ONLY in cases of withdrawal and/or dismissal (confirmation will be needed by the appropriate office) and if there is a balance of \$25.00 or more. Requests may be made by completing a [Raider Dollar Refund Request Form](#) and returning it to the Dining Services Office 91 Bleeker Street, 107 Woodward Hall, Newark NJ 07102 or [dining.services@newark.rutgers.edu](mailto:dining.services@newark.rutgers.edu) Accounting Services will determine if a student is entitled to a refund check based on their financial obligations to the University. Checks will be mailed to the permanent address as indicated on the student record. Please make sure your address is updated in your [personal contact information online](#).

**INACTIVE ACCOUNTS**  
Raider Dollar accounts showing no cardholder activity after 18 months will be closed and funds residing in the account will be forfeited.

**LOST/STOLEN CARDS**  
To avoid unauthorized use of your account report lost/stolen cards **immediately**.

During business hours: Photo ID Office, Third Floor, Blumenthal Hall (Photo ID window) and the Dining Services Office, 91 Bleeker Street, 107 Woodward Hall, 973.353.1274 or [ordining.services@newark.rutgers.edu](mailto:ordining.services@newark.rutgers.edu).

During non-business hours: Review the information on the [RUconnection](#) website and request your card be deactivated. At the commencement of business hours, you will then need to go to the ID Office located on the Third Floor of Blumenthal Hall to **replace** your RUconnection Card.

After replacing your RUconnection Card, you will need to bring your new card to the Dining Services Office to re-activate your Raider Dollars on your new card. The University's liability limit for unauthorized use on lost/stolen cards is \$50.00.

**Terms and conditions are subject to change.**

Check the balance of your Flex Bucks and Raider Dollars.

# Looking Back

The screenshot displays the Rutgers eAccounts interface. At the top left is the Rutgers University Newark logo and the text "eAccounts". At the top right is a "Sign Off" link. Below the header is a navigation bar with links for "Accounts", "Card Services", and "Profile". A secondary navigation bar contains "Account Summary", "Account Transactions" (circled in red), "Board Transactions" (circled in yellow), and "Account Statements".

Two report forms are shown side-by-side:

- Account Transaction Report:** Includes search criteria for Account (dropdown), Transaction Type (dropdown), Transaction Period (calendar icons and "thru" text), Amount Range (input fields), and Location (text input). A "Search" button is at the bottom right.
- Board Transaction Report:** Includes search criteria for Board Plan (dropdown), Board Use Type (dropdown), Board Meal Type (dropdown), Transaction Type (dropdown), Transaction Period (calendar icons and "thru" text), and Location (text input). A "Search" button is at the bottom right.

Check past transactions under the "Accounts" page.

# Looking Back

**RUTGERS** UNIVERSITY | NEWARK eAccounts | Sign Off

Accounts Card Services Profile

Account Summary Account Transactions Board Transactions **Account Statements**

### Account Statements

View transaction statements for your configured accounts. Statements are available for download in PDF.

Select an account  
Book Stipend

Start Date	Description	Download PDF
Monday, July 1, 2019	<a href="#">Statement July 2019</a>	<a href="#">Download July 2019</a>
Saturday, June 1, 2019	<a href="#">Statement June 2019</a>	<a href="#">Download June 2019</a>
Wednesday, May 1, 2019	<a href="#">Statement May 2019</a>	<a href="#">Download May 2019</a>
Monday, April 1, 2019	<a href="#">Statement April 2019</a>	<a href="#">Download April 2019</a>
Friday, March 1, 2019	<a href="#">Statement March 2019</a>	<a href="#">Download March 2019</a>
Friday, February 1, 2019	<a href="#">Statement February 2019</a>	<a href="#">Download February 2019</a>
Tuesday, January 1, 2019	<a href="#">Statement January 2019</a>	<a href="#">Download January 2019</a>
Saturday, December 1, 2018	<a href="#">Statement December 2018</a>	<a href="#">Download December 2018</a>
Thursday, November 1, 2018	<a href="#">Statement November 2018</a>	<a href="#">Download November 2018</a>
Monday, October 1, 2018	<a href="#">Statement October 2018</a>	<a href="#">Download October 2018</a>
Saturday, September 1, 2018	<a href="#">Statement September 2018</a>	<a href="#">Download September 2018</a>
Wednesday, August 1, 2018	<a href="#">Statement August 2018</a>	<a href="#">Download August 2018</a>
Sunday, July 1, 2018	<a href="#">Statement July 2018</a>	<a href="#">Download July 2018</a>
Friday, June 1, 2018	<a href="#">Statement June 2018</a>	<a href="#">Download June 2018</a>
Tuesday, May 1, 2018	<a href="#">Statement May 2018</a>	<a href="#">Download May 2018</a>
Sunday, April 1, 2018	<a href="#">Statement April 2018</a>	<a href="#">Download April 2018</a>

Download past transaction statements and print them out.

# Lost your ID?

The screenshot shows the Rutgers eAccounts interface. At the top left is the Rutgers University Newark logo and the text 'eAccounts'. At the top right is a 'Sign Off' link. Below the header is a navigation bar with 'Accounts', 'Card Services' (circled in orange), and 'Profile'. Underneath the navigation bar are links for 'Deactivate Card' and 'Activate Card'. The main content area is divided into two panels. The left panel, titled 'Deactivate Card', contains a dropdown menu labeled 'Select the card to deactivate' with the selected item '0000000887827194390855 - Card' and a 'Deactivate Card' button. The right panel, titled 'Reactivate A Card', contains a dropdown menu labeled 'Select the card to reactivate' with the text 'No available items' and no visible button.

Deactivate and reactivate your card under the “Card Services” page.

# Update Your Personal Information

Under the “Profile” page update your preferences, personal information, as well as your preferred payment methods.

The screenshot shows the Rutgers eAccounts interface. At the top, the Rutgers University Newark logo and 'eAccounts' are displayed. Below this is a navigation bar with 'Accounts', 'Card Services', and 'Profile' (highlighted with a yellow circle). Underneath, there are links for 'Personal Information', 'Alert Preferences', 'Change Password', 'Transaction System Registration', and 'Saved Payment Methods'. The main content area is titled 'Personal Information' and includes a warning: 'Changes to your personal information are not saved until you click "Update" below.' The form contains several fields: 'Sign-In Realm' (Challenge Response), 'Rutgers Email Address (Please use this format Only): (Netid@Rutgers.edu)', 'First/Given Name', 'Middle Name', 'Last/Family Name', 'Gender' (dropdown menu with 'Not Specified' selected), 'Address Line 1', 'Address Line 2', 'Address Line 3', 'Country' (dropdown menu with 'Select Country' selected), 'City', 'State/Province' (dropdown menu with 'No available items' selected), 'Zip/Postal Code' (two input fields separated by a dash), and 'Telephone'. An 'Update' button is located at the bottom right of the form area.