

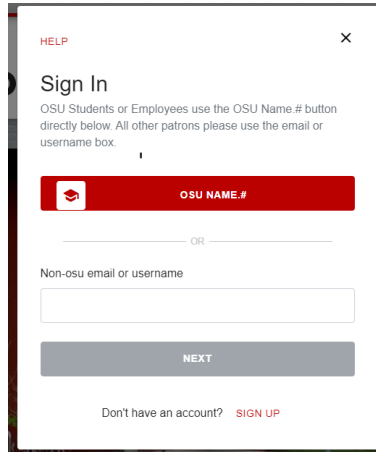
How to Update Saved Payment Information

To update saved payment information go to: <https://recregister.osu.edu/>

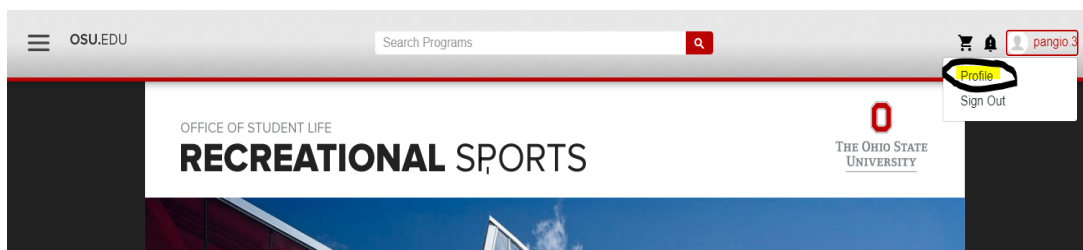
If you are a current Ohio State employee or student click the red button and log in using your Ohio State name.# credentials.

If you are not a current Ohio State employee or student and you have already created an account sign in under Use a local account to login

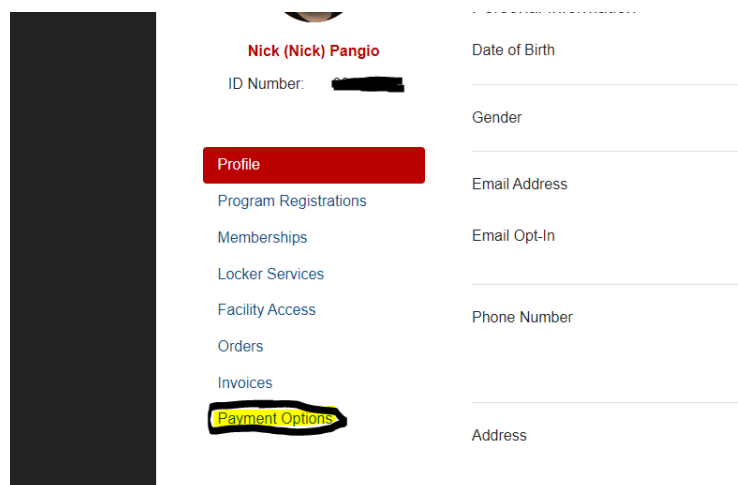
All others click sign up and create a new account. If you create an account and don't feel you have the right eligibility please contact us via email at recsports@osu.edu and include your full name so we can look up your account.

A modal window titled "Sign In" with a "HELP" link and a close button. It contains instructions: "OSU Students or Employees use the OSU Name.# button directly below. All other patrons please use the email or username box." There are two input fields: one with a red button labeled "OSU NAME.#" and another labeled "Non-osu email or username". Below the fields is a "NEXT" button. At the bottom, it says "Don't have an account? SIGN UP".

Step 2: Once you log in you will scroll over your user name and select "profile."

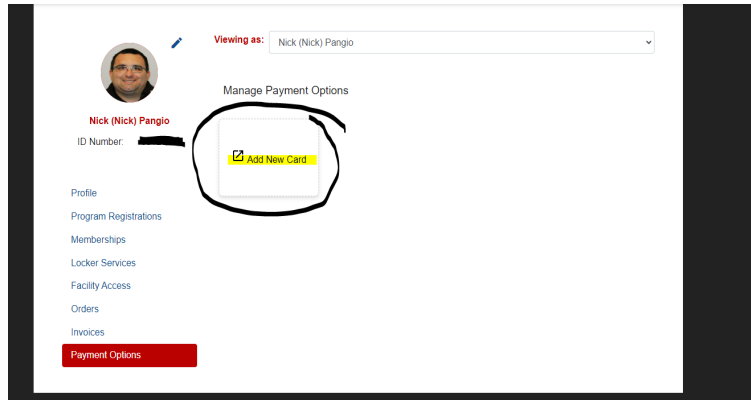


Step 3: Under your profile you will select " payment Options."



Step 4: Click on "add new Card" and fill out your information and click "save."

Your purchase is not done. You need to go back and add everything to your card and check out utilizing this new added card. We strongly recommend saving your card information prior to registration as it will save you time with registering.

A screenshot of a web form titled 'OFFICE OF STUDENT LIFE'. The form is divided into two sections: 'Billing Information' and 'Payment Details'. The 'Billing Information' section contains fields for First Name, Last Name, Address Line 1, Address Line 2, City, Country/Region (dropdown menu), State/Province (dropdown menu), Zip/Postal Code, and Email. The 'Payment Details' section contains a 'Card Type' field with four radio button options: VISA, Mastercard, Amex, and Discover. The 'VISA' option is selected.

Your purchase is not done. You need to go back and add everything to your card and check out utilizing this new added card. We strongly recommend saving your card information prior to registration as it will save you time with registering.

If you have any issues saving your card on file please call Nick at 614-292-2115.