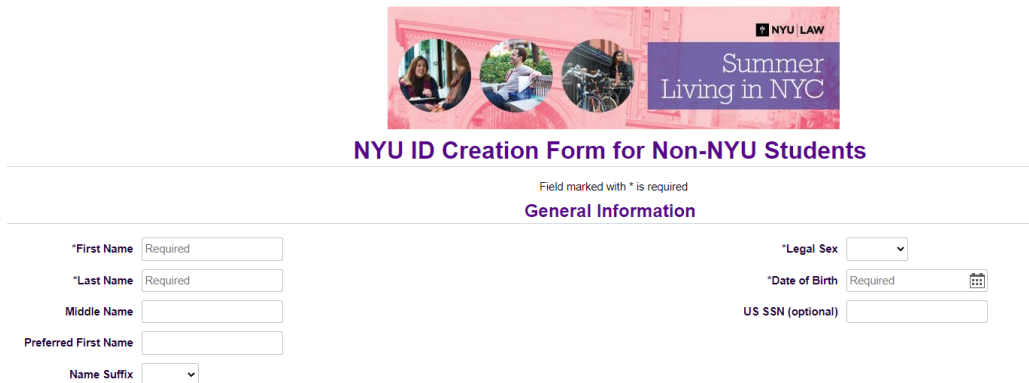


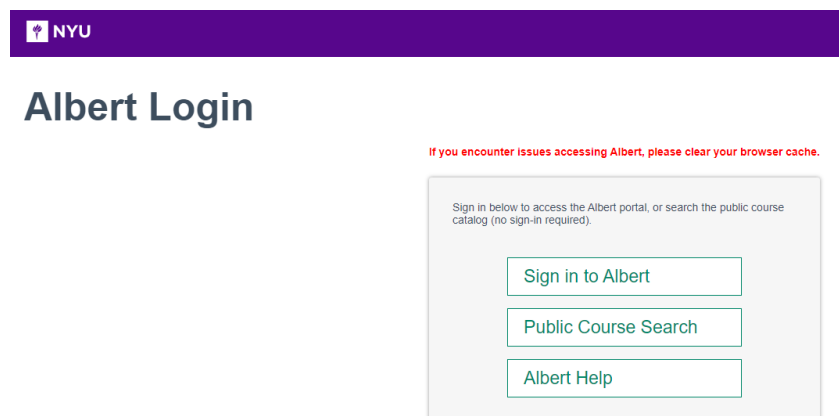
NYU Law Summer Housing Deposit Instructions

1. Before depositing, please be sure to [activate your NYU credentials](#).



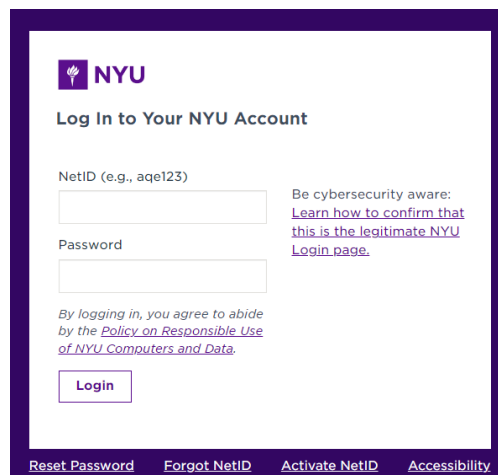
The image shows the 'NYU ID Creation Form for Non-NYU Students'. At the top, there is a banner with the text 'Summer Living in NYC' and three circular images of students. Below the banner, the title 'NYU ID Creation Form for Non-NYU Students' is centered. Underneath, a note states 'Field marked with * is required'. The form is divided into a 'General Information' section. It includes input fields for: *First Name (Required), *Last Name (Required), Middle Name, Preferred First Name, Name Suffix (dropdown), *Legal Sex (dropdown), *Date of Birth (Required), and US SSN (optional).

2. After that, navigate to albert.nyu.edu. If you encounter issues accessing Albert, please clear your browser cache.



The image shows the 'Albert Login' page. It features a purple header with the NYU logo. Below the header, the title 'Albert Login' is displayed. A red text warning states: 'If you encounter issues accessing Albert, please clear your browser cache.' Below this, a box contains the text: 'Sign in below to access the Albert portal, or search the public course catalog (no sign-in required)'. There are three buttons: 'Sign in to Albert', 'Public Course Search', and 'Albert Help'.

3. Click the “Sign in to Albert” button and log in with your NYU Home credentials (NetID and password).



The image shows the 'Log In to Your NYU Account' page. It features a purple header with the NYU logo. Below the header, the title 'Log In to Your NYU Account' is displayed. There are two input fields: 'NetID (e.g., aqe123)' and 'Password'. To the right of the input fields, there is a note: 'Be cybersecurity aware: [Learn how to confirm that this is the legitimate NYU Login page.](#)'. Below the input fields, there is a link: 'By logging in, you agree to abide by the [Policy on Responsible Use of NYU Computers and Data.](#)'. At the bottom, there is a 'Login' button. At the very bottom, there are links: 'Reset Password', 'Forgot NetID', 'Activate NetID', and 'Accessibility'.

4. In Albert, under the “Housing” tab, click the “NYU Housing Payments” link.

Albert

STUDENT

HOUSING

OTHER RESOURCES

FAVORITES

Housing Links

NYU Housing Payments

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5. Click the link, “Click here to continue to the NYU Office of the Bursar eSuite.”

Transfer to the NYU Office of the Bursar Electronic Suite (eSuite)

Please click on the link below to be connected to the NYU Office of the Bursar eSuite.

This link will open a new window. You may need to configure your browser to accept pop-up windows from this site.

After clicking the link it may take the system a few moments to transfer you while the system calculates your current tuition balance, if needed.

Thank you for your patience.

[Click here to continue to the NYU Office of the Bursar eSuite](#)

6. In eSuite, click the “Deposits” tab located toward the top of the screen.

Welcome to the New York University
Electronic Suite (eSuite)

Office of the Bursar
www.nyu.edu/bursar

Logout

Home

My Account

My Profile

Make Payment

Payment Plans

Deposits

Refunds

Help

Announcement

Need to make an international payment?
 Visit nyu.edu/bursar for information on the University Refund Schedule for Dropping Courses and Important Dates and Deadlines

To sign up for direct deposit of your refunds, complete your setup in the [Refund Account Setup](#) page.

Student Account	ID: xxxx
Balance	\$0.00
<div>View Activity</div> <div>Make Payment</div>	

My Profile Setup

Authorized Users

Personal Profile

Payment Profile

Consents and Agreements

Electronic Refunds

7. Select the Summer term from the drop-down menu.

Deposit Payment

Deposit History

\$

Amount

Method

Confirmation

Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term

Summer

Select

8. Once you’ve selected the Summer term, a second drop-down menu will appear. Be sure to select the **Law Summer Housing Deposit** option. If you select a different option, our office will not be notified of your deposit submission.

My Account

My Profile

Make Payment

Payment Plans

Deposits

Refunds

Help

Deposit Payment

Deposit History

\$

Amount

Method

Confirmation

Receipt

Select a term then deposit payment account you would like to make a payment toward

Select a term

Summer

Select

Select a deposit

Select Deposit Payment

✓ Law Summer Housing Deposit

Summer Housing Reservation Pymt

Select

Law Summer Housing Deposit

Deposit name

Law Summer Housing Deposit

Deposit description

Law Summer Housing Dep-eCheck

Term

Summer

Payment amount

\$1,000.00

Cancel

Continue

9. Continue with your payment method and you are all set!