Accepting Admission & Paying Acceptance Fee Guide

Accepting your offer of admission and paying your acceptance fee is an important step in the enrollment process at Ohio State Newark. This confirms your enrollment and makes you eligible for further updates about your final steps in the process. It is advised that you complete this by **May 1** to be guaranteed early access to orientation and discounted football tickets, but students may still complete this step after May 1 as well. Please utilize the steps below to help navigate the process. Need help? Contact your admissions counselor.

1. Make sure your Ohio State username and email is activated at [my.osu.edu](http://my.osu.edu).

2. Go to [buckeyelink.osu.edu](http://buckeyelink.osu.edu), click on Applicant Center, and log into account using lastname.# and password.

3. Once logged in, click on the Accept/Decline link at the bottom of the page, and begin the prompts.

4. Confirm admission, answer the community enrollment questions, and pay the $100 fee.
   a. If you cannot pay the $100 fee at this time, log out and pay later by logging into My Buckeye Link at [buckeyelink.osu.edu](http://buckeyelink.osu.edu).
   b. If you answer yes to the community enrollment questions, you will need to send an explanation to [ucerc@osu.edu](mailto:ucerc@osu.edu).

5. Your account will be updated in 3 to 5 business days once you have paid the $100 fee and accepted the offer of admission. At this point, you will be matriculated and eligible for orientation and placement testing updates.