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Auxiliary Services Corporation
Office of Parking & DolphinCard Services

HOW TO LOAD FINBUCKS

1. Head to the following link: <https://csi-sp.transactcampus.com/eAccounts/AnonymousHome.aspx> or the CSI website-> Campus Life-> Student Services-> DolphinCard-> Deposits -> Make Deposit can be found on the bottom of this page.
2. Change Sign in realm to either Student or Faculty/Staff depending on your status.
3. Enter your Username (first.last) and Password (email password)
4. Sign In
5. Under “Dolphin Dollars,” this is the same as FinBucks, click Add Money.
6. Account: Dolphin Dollars
7. Deposit Type:
 - a. Specific Amount- Enter any amount (minimum amount \$10)
 - b. Balance Top-Off- This is a calculated difference between the current account balance and a target balance. Example: A campus members account contains \$10. You want to make the account balance \$55. Your calculated balance top-off deposit would be \$45.
8. Enter deposit amount: Minimum amount is \$10
9. Payment Method: Credit Card
10. Click “Next”
11. Enter credit card information and submit.

The funds will automatically be loaded to your card and ready for use.

How to Check Balance- This can be found on the homepage of your eAccounts once you sign in. You may also contact The Office of Parking & DolphinCard Services with any questions or assistance via email at DolphinCard@csi.cuny.edu.

