Update to Credit Card Payments on PayPal: *Steps to watch out for!*

John McClelland 10/1/18, Updated 6/15/19

You can pay for SCC events with your PayPal account (usually very easy) or by Credit Cards processed by PayPal (this is usually where there are problems). PayPal tries to get you to create/use your PayPal account when you want to use your Credit Card. However a PayPal account is not required.

There are places to opt out of using a PayPal account, but sometimes they change where you find these opt out options. I have no control over this, but I do try to inform Members when I find changes. This Guide includes a new PayPal screen that you need to pay attention to.

Remember, a cardinal rule (especially on a phone) is to "Scroll Down and Right". Some options/submissions are at the bottom/right side of the webpage and not visible unless you scroll to the right and bottom. This is especially true for phones.

Really there are only 3 places to watch to avoid using a PayPal account, but I include all the screenshots for clarity. I also show you ways to check that you succeeded. Here they are.

Login Screen - If this is the screen you see after clicking "COMPLETE REGISTRATION" in EventZilla, then use the following Guide.
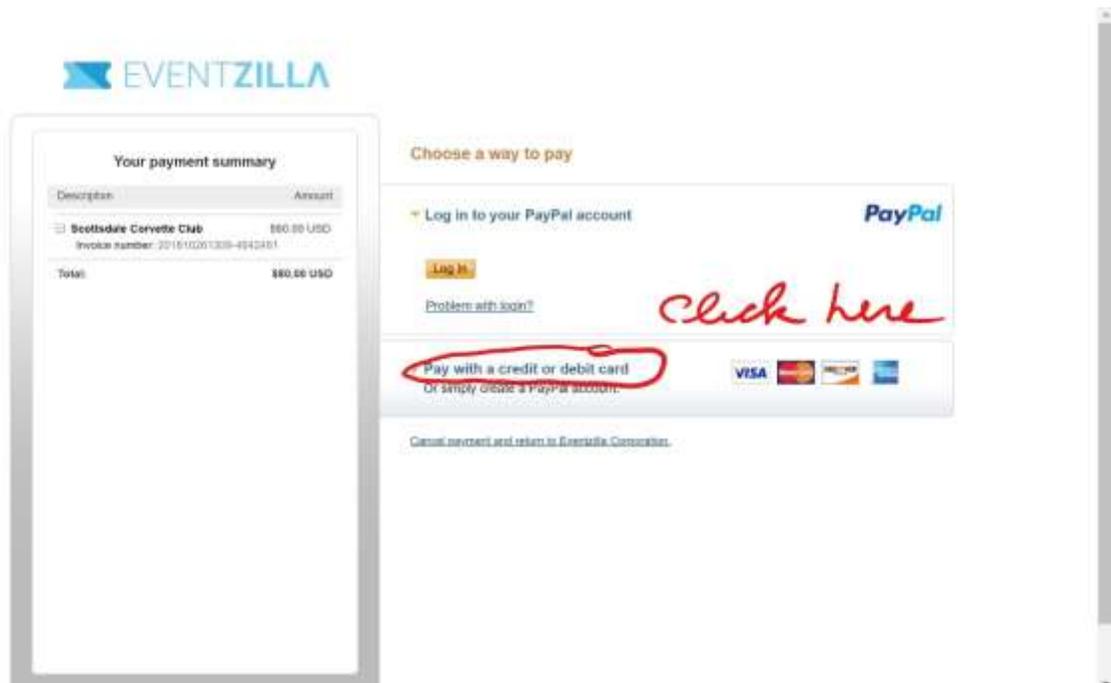
After you fill out your Credit Card information, be sure to uncheck the box that says "Save this information to PayPal". Once you uncheck the box, the screen changes to the second screenshot below.

Now click "Review and Continue" once you uncheck the box

This seems to be a new screen, which you see immediately after you click "Review & Continue". You must click "Continue" on the right side of this screen to opt out of a PayPal account.
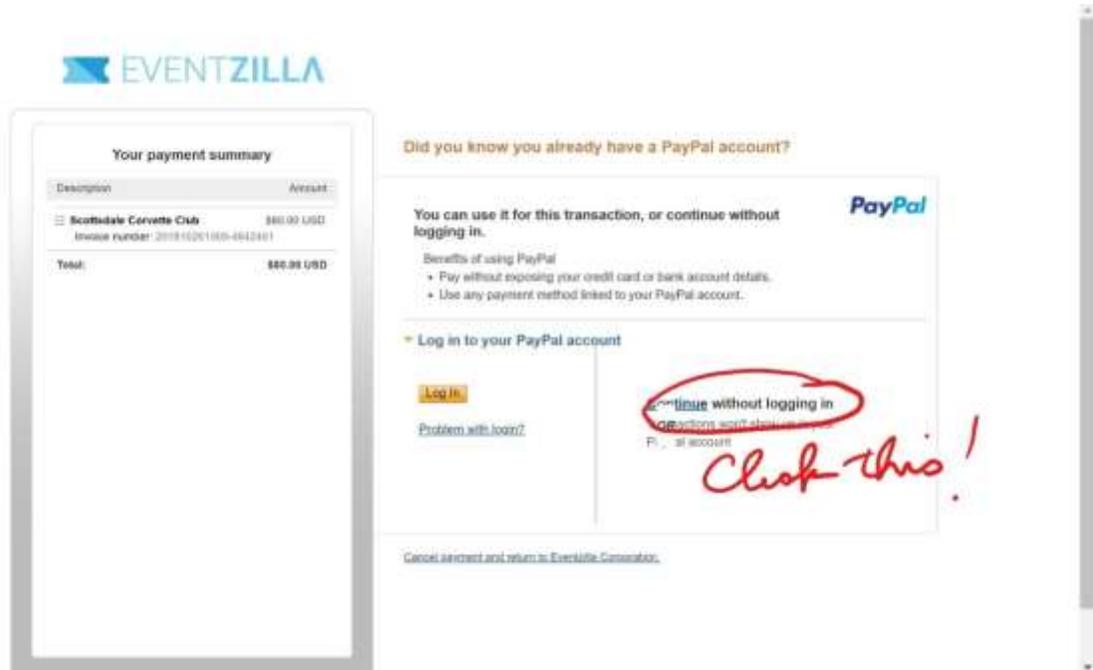
Now click "Pay"!
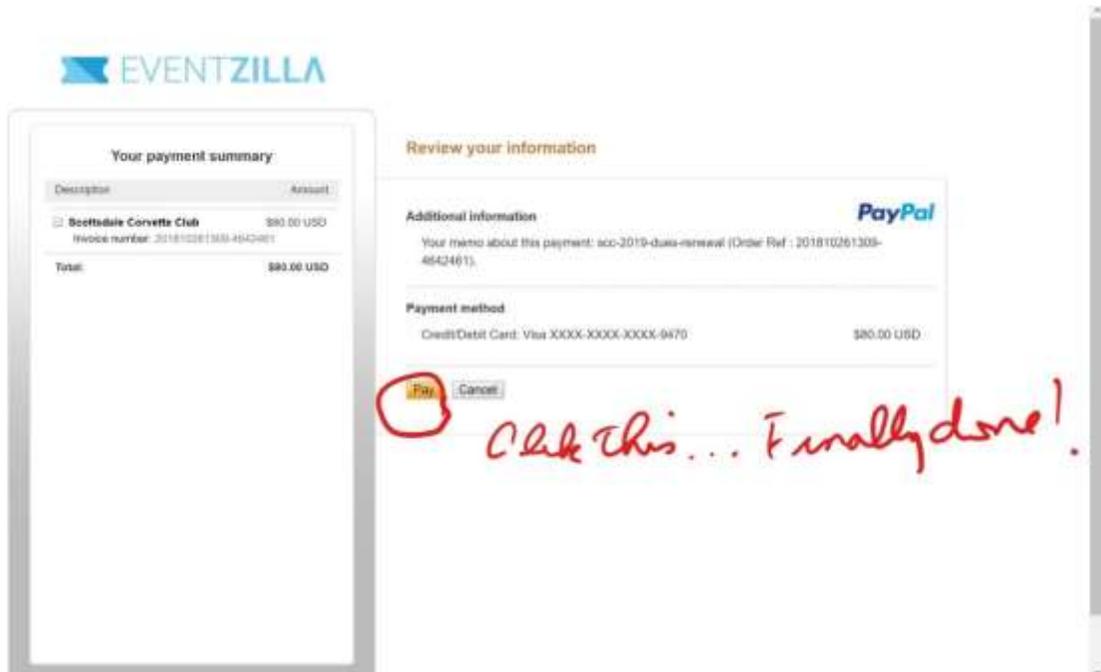
You aren't completely registered until you see the following:

- The screenshot below which comes up immediately after hitting the previous "Pay" button, saying "XXX, you've completed your payment"
- Followed by "Congratulations! Your registration is complete", which pops up in your EventZilla browser (PayPal will automatically send you back to EventZilla in a few seconds)

If you don't see these, write down what errors are reported. Try to register again a little later. If you still are unsuccessful, drop a note to the Activities Director.

If you succeeded in registering, you will also receive the following:

- An email from PayPal confirming payment
- An email from EventZilla with your "Tickets"