# **INSTRUCTIONS FOR ONLINE DONATIONS**

#### Step 1:

Visit med.fsu.edu/healinghands

# Step 2:

Click on the <u>link provided under Ticket Prices</u> to reach the "FSU Foundation Donation Form" (<u>https://one.fsu.edu/foundation/donate/give-online</u>)

### Step 3:

Under **Donation Information**, select "More Designations"

### Step 4:

Under **Fund Description** type "<u>FSUCares</u>" and hit Search.

### Step 5:

Select the FIRST result (FSUCares/ F00671/ Medicine)

#### Step 6:

Input the amount you would wish to donate, along with the necessary billing information.

#### Step 7:

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# Under Tribute Information

a) Under "Type" → click on the down arrow and select "In Honor Of"

# b) Write in your name/Business Name along with "Healing Hands Benefit"

| Example: | Tribute Information |                            |
|----------|---------------------|----------------------------|
|          | Name                | X - Healing Hands Benefit  |
|          | Туре                | In honor of                |
|          |                     | Mail a letter on my behalf |
|          |                     |                            |