**Campus Gold Request**

Once registered for fall or spring classes, you can request Campus Gold by logging into your MyUAlbany account and following the instructions provided below. Registered Students can request funds for approximately four weeks before and two weeks after the start of each fall and spring semester. Dates for each semester will be posted on line and on campus. Students interested in Campus Gold for winter intersession or summer sessions should contact the SUNYCard Office at 518-442-5989 or sunycard@albany.edu for sign up dates and procedures.

To Request Campus Gold (previously Podium Advance)

1. Sign into your MyUAlbany account [www.albany.edu/myualbany](http://www.albany.edu/myualbany).
2. Click on student Log In located in the middle of the page.
3. Use your personal Net ID and password to access your account.
4. Click on the Campus Life at the top of the page directly below your name.
5. Click on Request Campus Gold located on the left side (Forth option beneath SUNYCard Services).
6. Enter the Campus Gold amount you want in the box located in the middle of the page. The maximum amount any student can receive is **$650.00**.
7. Select either Option 1 or Option 2 regarding your remaining balance after the first four weeks of the semester.
8. Read the agreement below the amount you entered and click on the Agree and Save button located at the bottom of the page.
9. A confirmation page should appear indicating that MyUAlbany successfully recorded your transaction.
10. Your successful request will be added to your SUNYCard and available for you to spend within an hour.
11. **Be sure to sign out and close all browsers**.