

OFFLINE DONATIONS (FOR STUDENTS) ON QGIV

How to enter cash or check donations, to count towards your Qgiv account

To access your account for the MYS Play-a-thon Qgiv page, enter the following:

<https://secure.qgiv.com/event/mysplayathon19/login/>



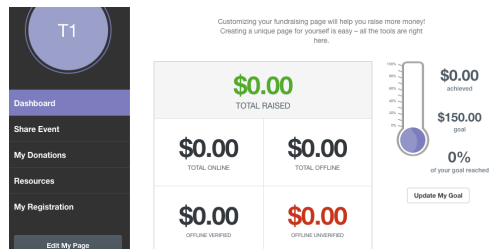
Log In to Your Account

Email Address

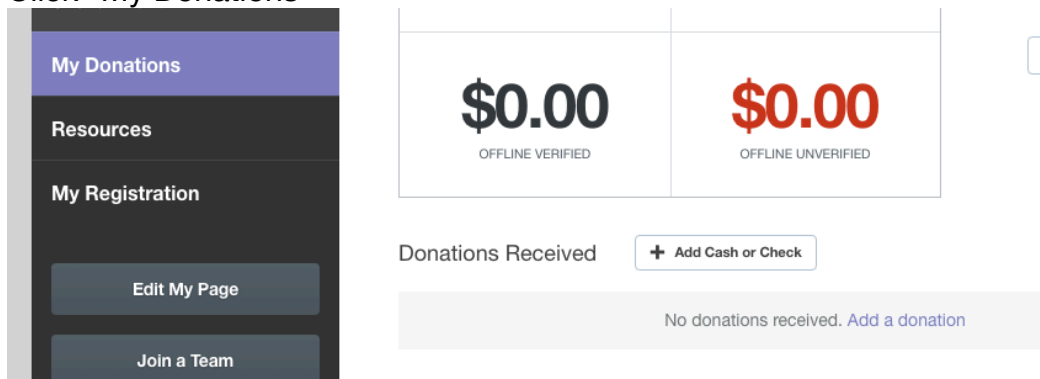
Password

[Forgot your password?](#) OR

After you login, you will be taken to your “Dashboard”



1. Enter offline (cash or check) donation into Qgiv
 - a. Click “My Donations”



My Donations

Resources

My Registration

Edit My Page

Join a Team

Donations Received

No donations received. [Add a donation](#)

- b. Click “ +Add Cash or Check”



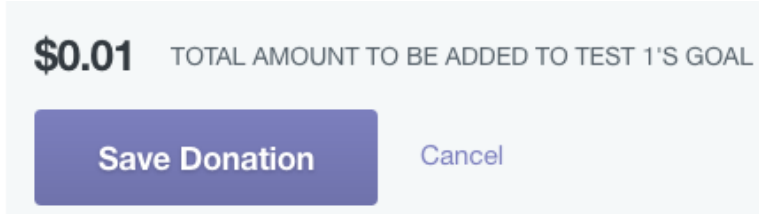
Donations Received

- c. Enter information under “Add Cash or Checks”

Check Cash

Amount required Check Number

- d. Enter information under “Donor Information”
- e. Click blue “Save Donation” button



- f. The saved donation will appear on your “Dashboard” and “My Donations” tab as “offline unverified” until received and processed by the MYS Office.
- g. Turn in your check or cash donation at the **admin desk** at rehearsal or **mail** to the following address:
 Minnesota Youth Symphonies
 790 Cleveland Ave S
 Suite 203, Saint Paul, MN 55116
- h. Once the donation is processed, the donation will appear in the “offline verified” section and count towards you’re your Qgiv page and goal.

\$0.00 <small>TOTAL RAISED</small>	
\$0.00 <small>TOTAL ONLINE</small>	\$0.01 <small>TOTAL OFFLINE</small>
\$0.00 <small>OFFLINE VERIFIED</small>	\$0.01 <small>OFFLINE UNVERIFIED</small>