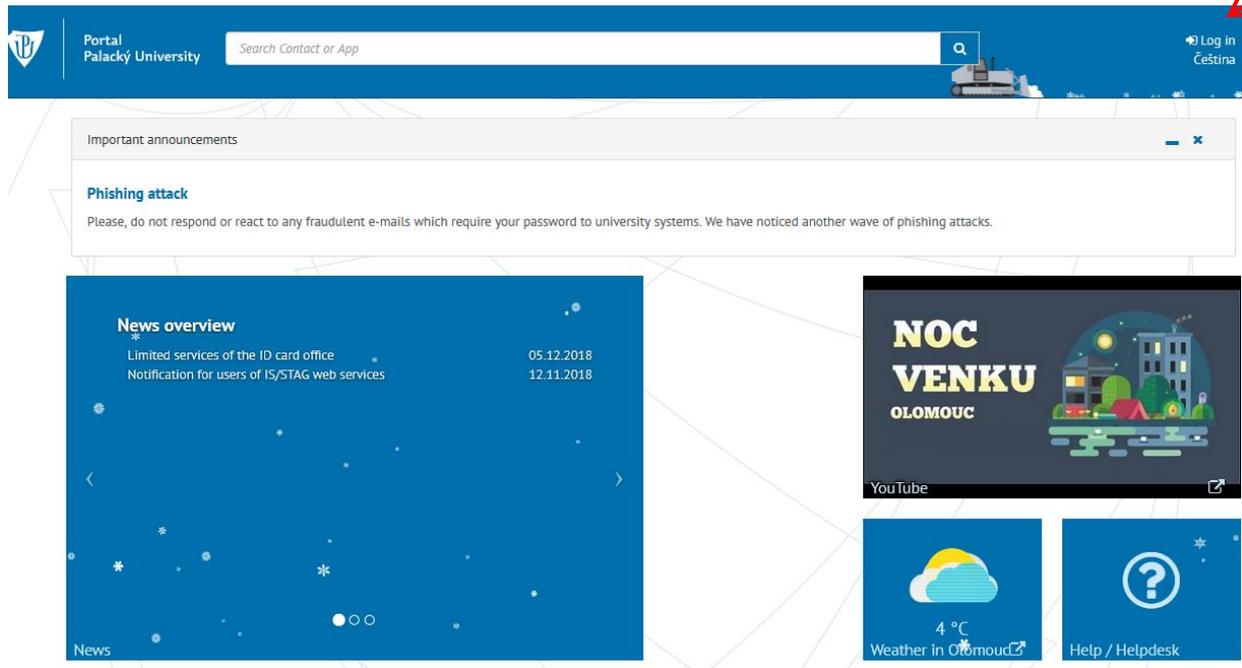
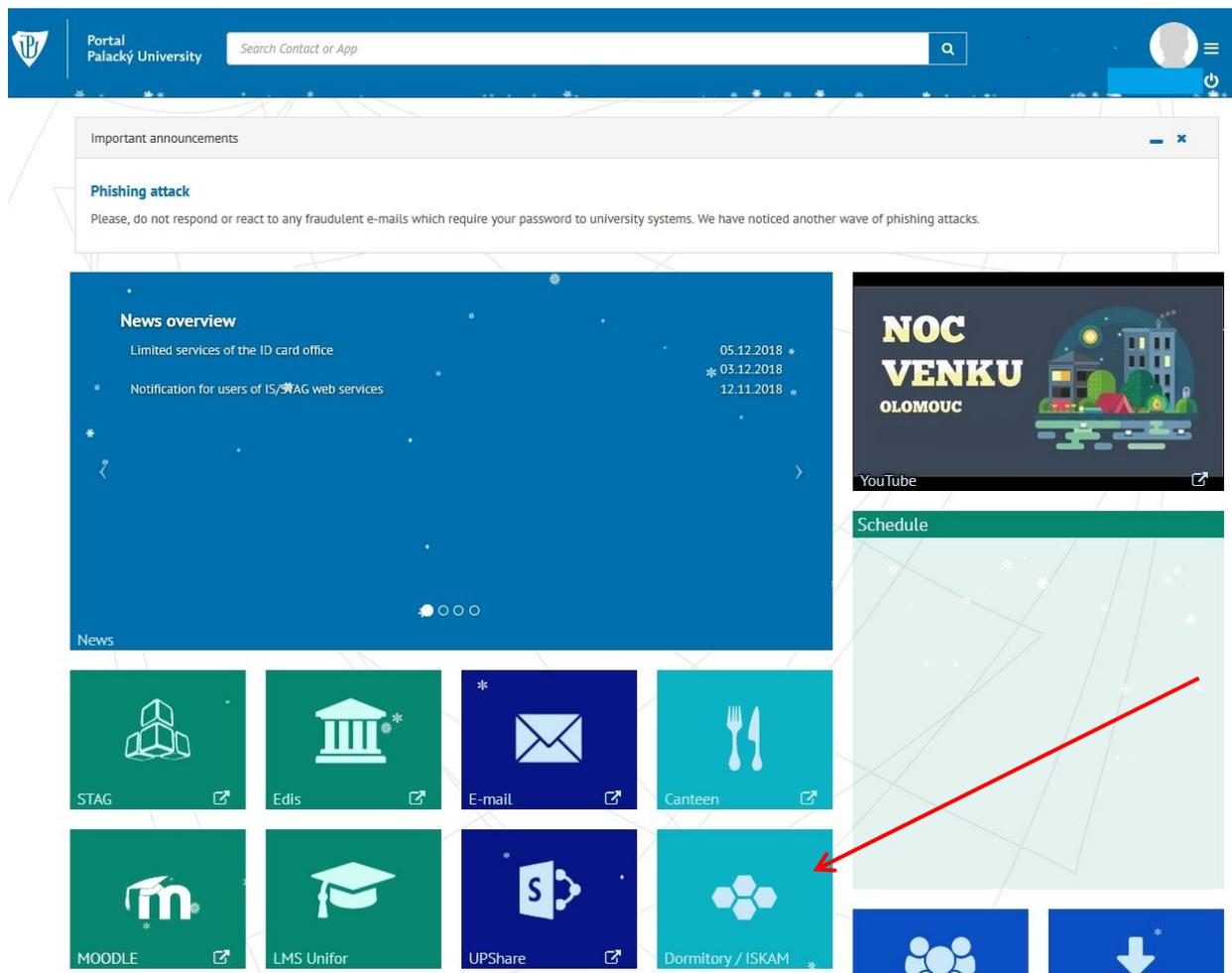


Instructions to use GP WebPay in order to pay the accommodation fees

Log in the Portal UP at <https://portal.upol.cz/>.



After your successful log-in, select a tile "dormitory / ISKaM".



Here, you will be presented a page of your account in ISKaM system, select “recharge and pay outstanding debts”; your overview is shown in the lower part of the display.



BASIC INFORMATION EDIT

Name: _____
Surname: _____
Address: _____
Mobile: _____
E-mail: _____@eznam.cz
Postal email: _____@eznam.cz
Bank account: _____ / 0800
Account for services payments: 19 - 1146360257 / 0100

Main account :	0 Kč	👁
Accommodation deposit :	2,670 Kč	👁
Booking deposit :	0 Kč	👁
Záloha na ubytování :	0 Kč	👁

[RECHARGE AND PAY OUTSTANDING DEBTS](#)



OUTSTANDING DEBTS BEFORE MATURITY

Due date	Description	Total amount	Paid	To be paid
12/31/2018	Ubytování 30.11.2018 - 31.12.2018	2,759 Kč	0 Kč	2,759 Kč

Check “pay outstanding debts before maturity” and press “charge”.

The screenshot shows the 'BASIC INFORMATION' page of a user account. A modal dialog titled 'Recharge and pay outstanding debts' is open, featuring a checked checkbox for 'Pay outstanding debts before maturity' and a 'CHARGE' button. A red arrow points from the checkbox to the 'CHARGE' button. The background page includes a user profile icon, an 'EDIT' button, and a table of account balances.

Account Type	Balance	Visibility
Main account :	0 Kč	👁
Accommodation deposit :	2,670 Kč	👁
Booking deposit :	0 Kč	👁
Záloha na ubytování :	0 Kč	👁

Payment logos at the bottom include GP, Mastercard, Maestro, and Visa.

Check the sum and confirm by pressing “charge”.

The screenshot shows the 'CHARGE ACCOUNT' page. It displays two input fields: 'Amount' with the value '2759' and 'To pay' with the value '2759.00', both followed by 'Kč'. A 'CHARGE' button is positioned below these fields, with a red arrow pointing to it. The page also features payment logos for Mastercard, Maestro, and Visa.

At the payment gateway site, fill in the necessary data regarding your payment card and press "Pay". If the GP Webpay page is not loaded properly, delete the cookies from your browser or you can use an alternative browser.

← Back to e-shop? **GP webpay** English (uk) ▾

KB | SmartPay 3D Secure payment gateway

Card payment >

Safe card payment

Express payment
masterpass >

MasterCard Mobile

Does your card permit online payment?

Your card number: 1234 1234 1234 1234

Card valid till: 04 ▾ / 20 ▾

Verification code: 123

Pay

Summary of your payment

Merchant
Univerzita Palackého v Olomouci
Křížkovského 8
771 47 - Olomouc (CZ)
www.skm.upol.cz

Payment number
#884

Total
2,759.00 CZK

Mastercard SecureCode Verified by VISA

Powered by [Global Payments Europe](#) **GP webpay** [How does it work?](#) | [Principles of secure payment by card.](#)
Created in cooperation with [MasterCard](#)

According to the safety setting of your payment card, you may be asked to fill in the verification code.

If you managed successfully to fill everything in, the amount of money was added to your account in ISKaM.

And that is all.