Instructions for US Bank User Profile

To gain online bank access to your UMD purchasing card you will need to have your card information accessible.


2. Type MD as the Organization Short Name and enter your sixteen digit card number & expiration date. Click Send a Code.

3. After clicking Send a Code, an automated email containing a one-time passcode will be delivered to your UMD email address. Please enter the passcode as required on the automatically populated page, and click
4. The next screen will be the Terms of Service. Click on I Accept.

5. The next page is where you will create a User ID and enter a Password.
6. Next you will be asked to select Authentication Questions and Responses.

7. The next page you will be required to complete your Name, Address, City, State, Zip Code, Country, Phone Number and Email address.

The address should mirror your bank statement address. The phone number and email address must be your UMD information.

8. After clicking Continue, your registration is complete. To access your Bank Statement, please login, and click the View Current Statement on the home screen.