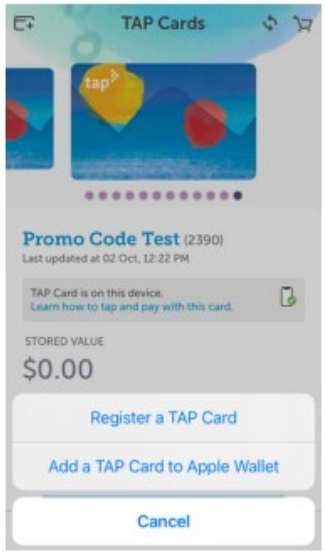
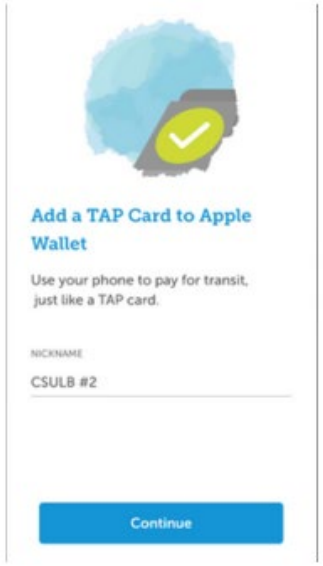
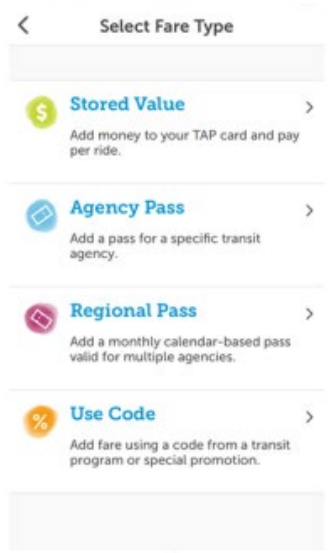
Adding the Metro TAP APP and TAP card on Mobile Device, then ACTIVATING CODE for UPass

For students without a TAP card

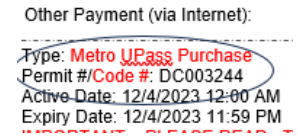
1. Download the Metro TAP APP on your mobile device
2. Once logged into the app click on Add a TAP card to Apple Wallet
3. Give your new card a name
4. Click Use code from your receipt
5. Enter the code and click continue
6. Follow the screens until the confirmation screen.

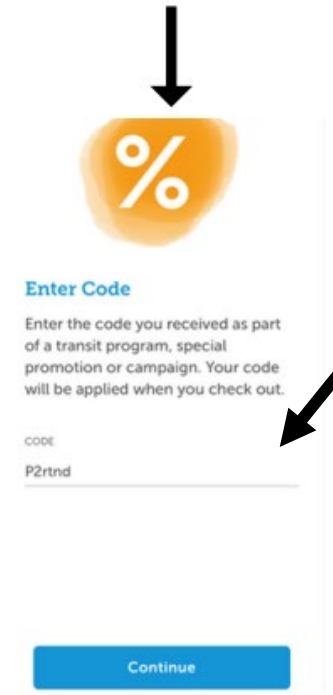




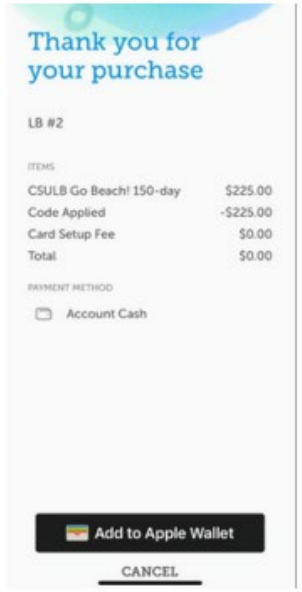


From on-line Receipt





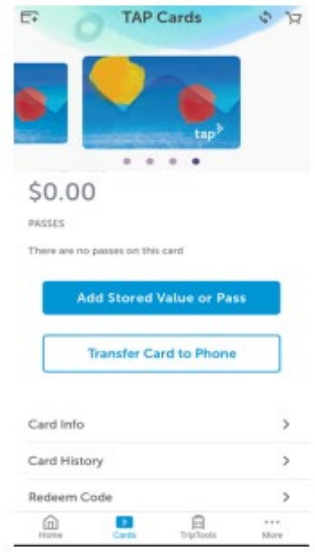


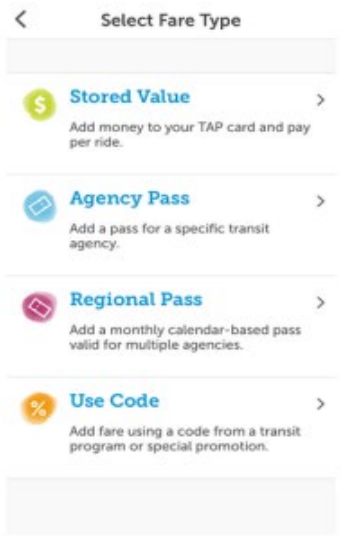


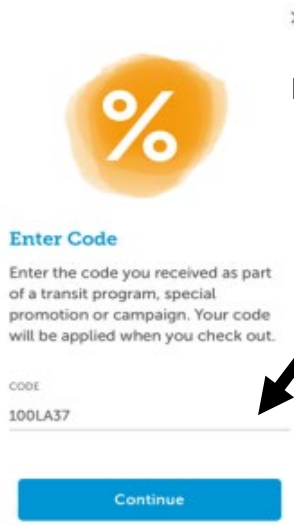
ACTIVATING UPASS For students with Metro APP and TAP cards already Added on Mobile Device

ACTIVATING UPASS For students with existing TAP cards on Mobile Device:

1. Once logged into the app click on the TAP cards section
2. Click on the TAP card you want to use the code on
3. Click Use code
4. Enter the code and click continue
5. Follow the screens until the confirmation screen.







From on-line Receipt

