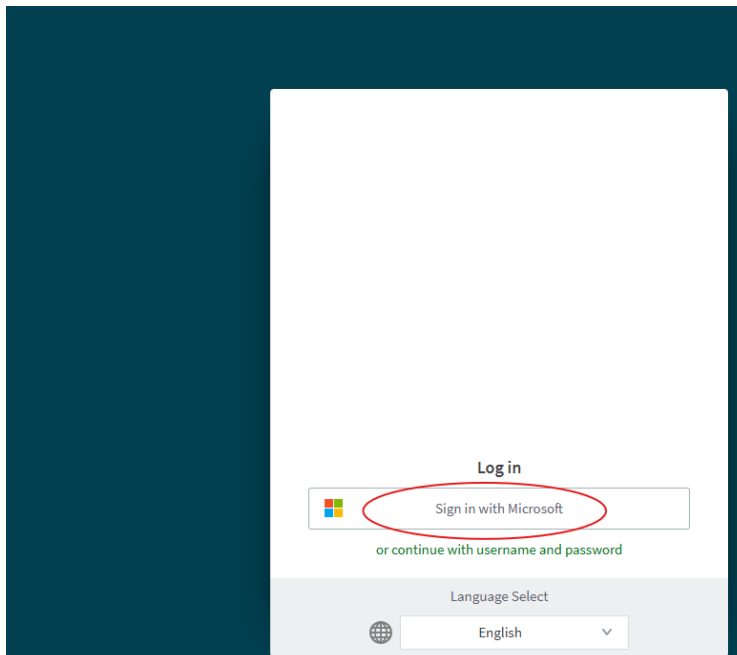




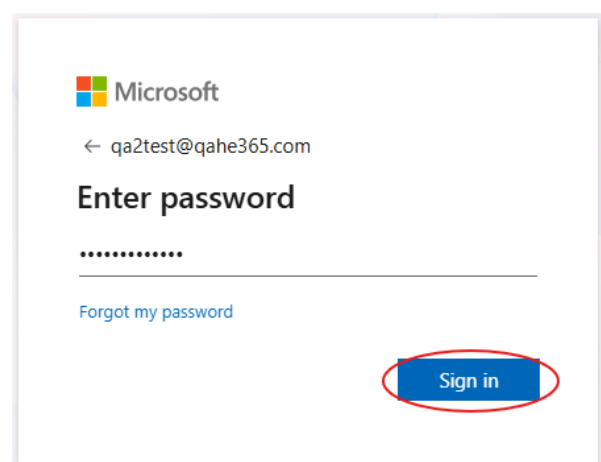
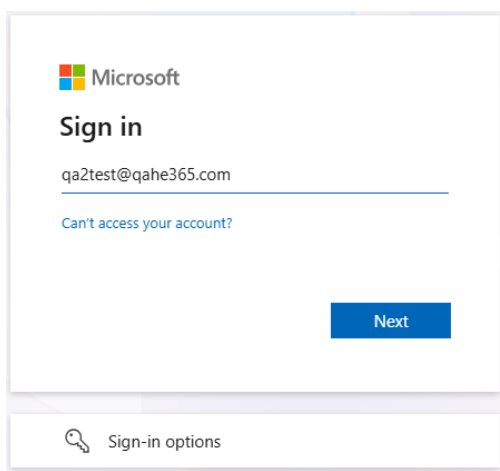
How to Add Printing Credit

This guide below shows how to add printing credit to your Papercut account yourself.

1. Click the link below to login into your papercut account
<https://print.qahighereducation.com:9192/user>
2. Click Sign in with Microsoft and log in using your @qahe365.com account.



 **PaperCut MF**
Print Management Software
licensed to QA Higher Education Ltd
© Copyright 1999-2026, PaperCut Software Pty Ltd. All rights reserved.



3. Your credit balance is shown here, Click Add Credit (Paypal) to add credit



5. If you have a paypal account you can login to complete the transaction, or click Pay by Debit or Credit Card (Highlighted information confirms you were redirected from papercut and it's legitimate)

The image shows a PayPal login and payment interface. At the top left is the PayPal logo. At the top right, there is a yellow cart icon and the text "£2.00 GBP". Below this is the heading "Log in to PayPal". Underneath the heading is a line of text: "Your eligible purchases are covered by PayPal's Buyer Protection programme. [See terms](#)". There are two input fields: "Email address or mobile number" and "Password". Below these fields is a link that says "Forgotten your password?". A blue "Log In" button is positioned below the link. Below the button is a horizontal line with the word "or" in the center. Below the line is a button labeled "Pay by Debit or Credit Card", which is circled in red. At the bottom of the form is a link that says "Cancel and return to QAHE Limited". At the very bottom of the page, there is a footer with links: "Contact us", "Privacy", "Legal", and "Worldwide".

6. Complete your Debit/Credit card information and click Pay now as guest.
If you don't see Pay now as guest check the toggle for "Save information & create your Paypal account" is off



Pay with debit or credit card

Your financial details won't be shared with the seller.

Country/region
United Kingdom

Email address

Phone type
Mobile

Phone number
+44



Card number

Expiry date

Security code

Billing address

First name

Last name

We'll use the name you enter to create your account.

Address line 1

Address line 2 (optional)

Town/City

County (optional)

Postcode

☒ Delivery address same as billing address

Save information & create your PayPal account



You acknowledge the [terms](#) of the service PayPal provides to the seller, and the [Privacy Statement](#). No PayPal account required.

We'll pre-authorise up to £2.00 GBP on your card, then send you back to the seller to complete your purchase. If you don't complete it or the purchase amount changes, any pending pre-authorisation will automatically drop on the next working day.

Pay now as guest

Already got a PayPal account? [Log in](#)

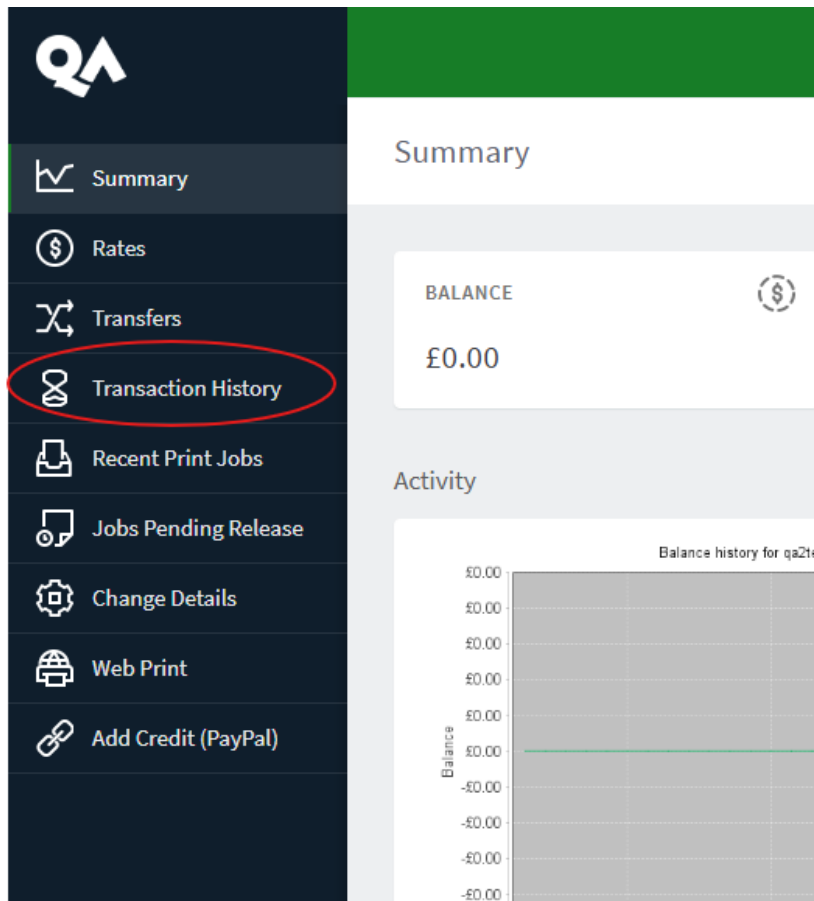
[Cancel and return to merchant](#)



PayPal is the safer, easier way to pay

No matter where you shop, we help keep your financial information more secure.

- Once payment is complete you will be returned to papercut, if the balance doesn't show immediately, Click Transaction History to confirm the payment went through



- Summary

Rates

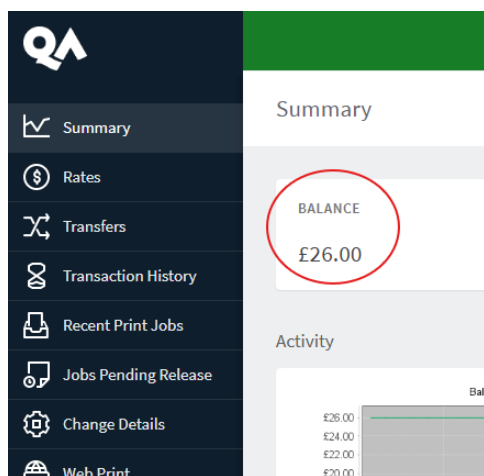
Transfers

Transaction History

Transaction History

Filter on

TRANSACTION DATE ↓	TRANSACTIONED BY	AMOUNT	BALANCE AFTER	TRANSACTION TYPE	COMMENT
Sep 21, 2026, 4:31:37 PM	[system]	£2.00	£26.00	Payment gateway	External funds added by payment gateway





9. Account has been credited you can now print, log out by clicking your username on the right hand-side

