Connecting to USAePay via Thrush

Access to the USAePay Payment Gateway account is limited to individual users and all connections must be initiated from the server *thrush* using a Remote Desktop Connection (or RDC) on Windows or Mac OS X from on-campus or through the VPN.

1. Start the RDC client found at Start/All Programs/Accessories/Remote Desktop Connection.

2. Enter *thrush.middlebury.edu* as the computer but do not click ‘Connect’ yet!

![Remote Desktop Connection](Image)

2. Login to *thrush* using your regular Middlebury credentials. Preface your username with MIDD\n
![Windows Security](Image)

3. Launch Internet Explorer enter [http://go.middlebury.edu/usaepay](http://go.middlebury.edu/usaepay) to login to USAePay Payment Gateway using your USAePay credentials.

![USAePay](Image)