How to give via OnePurdue Portal

Whether you’re supporting our university and our students through a one-time or ongoing Common Goal gift, it takes just a small amount of time to make a real impact. Payroll deduction is the most convenient way for most faculty and staff to contribute to this giving initiative. Just follow these steps:

Go to purdue.edu/onepurdue

1. Click on “OnePurdue Portal Login” on the right-hand side.

2. Log in with your Purdue username and password. Need help logging in to the OnePurdue portal? Contact the IPFW ITS Help Desk at 260-481-6030.

3. Click on the “Employee Self-Service” tab at the top of the page.

4. Click on “Payroll Deduction Giving” in the middle of the page.

5. Click the “New Deduction” button in the middle of the page.

6. Enter the amount you would like to give per pay check. A handy guide to a breakdown is located to the right of the field.

7. Select your Designation Area.

   **IMPORTANT:** If you want to give to an IPFW department and not a Purdue West Lafayette department, select an area that starts with IPFW. If it does not start with IPFW, it is not an IPFW designation. If the designation is not listed, contact Cassandra Clore at 260-481-4151.

Thank You for making an impact on our university and our students. If you have questions about your gift or Common Goal, contact IPFW Development at 260-481-4151 or giving@ipfw.edu