

Donate to a Campaign (Signed In)

This guide shows signed-in alumni how to support a school fundraising campaign from the Alumni Portal: choose a campaign, enter an amount, pay securely with PayPal and check your donation history afterwards.

BEFORE YOU START

- ✓ Approved alumni account & login
- ✓ Campaign you want to support
- ✓ Amount you wish to give
- ✓ PayPal account, or a debit / credit card

STEP 0

Open the Campaigns Page

All active fundraising campaigns are listed on the Campaigns page.

The screenshot displays the Alumni Portal interface. The top navigation bar includes a home icon, a 'Donate' button, and the user's name 'Fatou Ceesay' with a profile icon. The left sidebar lists various portal features. The main content area is titled 'ST. AUGUSTINE'S ALUMNI' and features a large banner with the text 'Every contribution builds a better school.' and a 'Start a Campaign' button. Below the banner, the 'ACTIVE CAMPAIGNS' section shows two cards. The first card, 'Library Renovation & New Books', indicates that GMD 312,500 has been raised towards a goal of GMD 500,000, which is 63% funded, with 45 days remaining. The second card, 'Science Laboratory Equipment', shows GMD 96,000 raised towards a goal of GMD 250,000, which is 38% funded, with 90 days remaining. A 'COMPLETED CAMPAIGNS' section is visible at the bottom of the main content area.

HOW TO OPEN THE PAGE:

- Sign in to the Alumni Portal (<https://alumni.saintaugustinesgambia.org>).
- In the left sidebar, click **Campaigns**. (The **Donate** button at the top of every page also opens this page.)
- Under **Active Campaigns** each card shows the amount raised, the goal, the percentage funded and the days left. Campaigns that reached their goal appear under **Completed Campaigns** and no longer accept donations.

STEP 1

Open a Campaign

Read about the campaign before you give.

Alumni Portal

Home Donate Fatou Ceesay F

< All Campaigns

Active

Library Renovation & New Books

ABOUT THIS CAMPAIGN

Help us renovate the school library and stock it with 2,000 new textbooks and storybooks so every student has a quiet, well-equipped place to read and study.

Your gift funds shelving, new furniture, reading lamps and fresh books for all year groups.

GMD 312,500

of GMD 500,000

63% funded

3

Contributors

45

Days left

Library

Purpose

Make a Contribution

Your donation goes directly toward **Library Renovation & New Books**.

Quick select

GMD 500

GMD 1,000

GMD 2,500

GMD 5,000

Or enter custom amount (GMD)

GMD e.g. 1000

Your name

e.g. Jane Boland

WHAT TO DO:

- Click the card of the campaign you want to support (e.g. **Library Renovation & New Books**).
- Read **About this Campaign**, the progress bar, the number of contributors and the deadline.
- Scroll down to see **Recent Supporters** and how funds are being used. Use **Download report** for a full report of donations and spending.

St. Augustine's School Ecosystem — Alumni User Guide

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STEP 2

Choose Your Amount

The **Make a Contribution** card on the right side of the page is where you give.

Alumni Portal

Home

Donate

Fatou Ceesay

Library Renovation & New Books

ABOUT THIS CAMPAIGN

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GMD 312,500

of GMD 500,000

63% funded

3 Contributors

45 Days left

Library Purpose

Campaign ends 14 November 2026

See where the money goes: every donation and every spending update, in one report.

Download report

CAMPAIGN ANALYTICS

Total raised

Supporters

Average gift

Make a Contribution

Your donation goes directly toward Library Renovation & New Books.

Quick select

GMD 500

GMD 1,000

GMD 2,500

GMD 5,000

Or enter custom amount (GMD)

GMD 2500

Your name

e.g. Jane Bojang

Email (for your receipt)

you@example.com

Show my name publicly

Uncheck to contribute anonymously

PayPal

Secure payment powered by PayPal

WHAT TO DO:

- Under **Quick select**, click one of the amounts (**GMD 500**, **1,000**, **2,500** or **5,000**). The amount is copied to the custom box.
- Or type your own figure in **Or enter custom amount**. The minimum is **1** and the maximum is **100,000** per donation.
- A small line under the box may show an estimate in another currency.

STEP 3

Enter Your Details

Your name and email are typed in each time; they are not filled in automatically.

Alumni Portal

Home Donate Fatou Ceesay F

Library Renovation & New Books

Active

ABOUT THIS CAMPAIGN

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Make a Contribution

Your donation goes directly toward **Library Renovation & New Books**.

Quick select

GMD 500

GMD 1,000

GMD 2,500

GMD 5,000

Or enter custom amount (GMD)

GMD 2500

Your name

Fatou Ceesay

Email (for your receipt)

fatou.ceesay@example.com

☒ Show my name publicly

Uncheck to contribute anonymously

PayPal

Secure payment powered by PayPal

WHAT TO DO:

- Type your **Your name** (e.g. **Fatou Ceesay**).
- Type your **Email**. Your receipt is sent here. **Use the same email as your alumni account** so the donation appears in your *My Donations* history.
- Keep **Show my name publicly** ticked to be listed under Recent Supporters, or untick it to give anonymously.

STEP 4

Pay with PayPal

Payment is handled securely by PayPal. The school never sees your card details.

The screenshot displays the Alumni Portal interface for a donation campaign. The top navigation bar includes a home icon, a 'Donate' button, and the user's name 'Fatou Ceesay' with a profile icon. The main content area is divided into several sections:

- Campaign Progress:** A progress bar shows 'GMD 312,500' raised out of 'GMD 500,000', which is 63% funded. Below this, it indicates '3 Contributors', '45 Days left', and the 'Library' as the purpose. A note states 'Campaign ends 14 November 2026'.
- Download report:** A button with a download icon and the text 'Download report'.
- CAMPAIGN ANALYTICS:** A section with four cards: 'Total raised GMD 0', 'Supporters 0', 'Average gift GMD 0', and 'Largest gift GMD 0'.
- HOW FUNDS ARE BEING USED:** A section with three cards: 'GMD 0 Used so far', 'GMD 0 Balance remaining', and 'GMD 0 Total raised'. A progress bar at the bottom indicates '0% of raised funds used'.
- Make a Contribution:** A section on the right for making a donation. It states 'Your donation goes directly toward Library Renovation & New Books.' It offers 'Quick select' options for GMD 500, GMD 1,000, GMD 2,500 (selected), and GMD 5,000. There is also a field for 'Or enter custom amount (GMD)' with 'GMD 2500' entered. Below this are fields for 'Your name' (Fatou Ceesay) and 'Email (for your receipt)' (fatou.ceesay@example.com). A checkbox 'Show my name publicly' is checked. A large yellow 'PayPal' button is at the bottom of this section. Below the button, it says 'Secure payment powered by PayPal'.

WHAT TO DO:

- Click the yellow **PayPal** button. If a box is highlighted in red (for example a missing name or an invalid email), fix it and click the button again.
- A PayPal window opens. Log in to your PayPal account, or choose the option to pay with a **debit or credit card** without a PayPal account.
- Check the amount and click the button in PayPal to confirm. PayPal may show the amount in US dollars because the payment is converted from Gambian dalasi.

STEP 5

Confirm Your Donation

The PayPal window closes and you stay on the campaign page.

Alumni Portal

Home

Donate

Fatou Ceesay

Library Renovation & New Books

ABOUT THIS CAMPAIGN

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GMD 312,500

of GMD 500,000

63% funded

3 Contributors

45 Days left

Library Purpose

Campaign ends 14 November 2026

See where the money goes: every donation and every spending update, in one report.

Download report

CAMPAIGN ANALYTICS

Total raised

Supporters

Average gift

Thank you.

Your contribution to Library Renovation & New Books was received. A receipt is on its way to your email.

Secure payment | Powered by PayPal

WHAT TO DO:

- The card changes to **Thank you.** and states that your contribution was received.
- A receipt is sent to the email address you entered.
- If a red message appears instead, your payment was not completed. Check your PayPal account before trying again so you are not charged twice.

STEP 6

Check My Donations

Your donation history lists everything you have given.

Alumni Portal

Campaigns

Feed

Notices

Directory

Events

Gallery

My Donations

Profile

My Submissions

Fatou Ceesay

View profile

Sign out

My Donations

Track your contribution history

+ Donate Again

Donation History

3 records

CAMPAIGN	AMOUNT	TYPE	DATE	STATUS	ACTIONS
Library Renovation & New Books	GMD 2,500.00	One Time	30 Sept 2026	Completed	0SUJWK4P2PC...
Alumni Scholarship Fund	GMD 5,000.00	One Time	22 Jul 2026	Completed	7XK41290AB...
Library Renovation & New Books	GMD 2,500.00	One Time	5 Sept 2026	Completed	3GH98211CD...

HOW TO VIEW YOUR HISTORY:

In the left sidebar, click **My Donations**.

Each row shows the **Campaign**, **Amount**, **Type**, **Date** and **Status** (Completed, Pending, Failed or Cancelled) with the start of the PayPal reference.

For a failed donation click **Retry** to return to the campaign. Click **Donate Again** to give to another campaign.

IMPORTANT NOTES

You do not have to be signed in to donate, but signed-in alumni see their donations in **My Donations**. History is matched by email, so enter the email of your alumni account.

A donation is recorded only after PayPal confirms it. If you close the PayPal window before paying, nothing is charged.

Only **Active** campaigns can be supported. If a campaign has reached its goal or its deadline has passed, the Make a Contribution card is replaced by a *Goal Achieved* or *Campaign Closed* message.

Untick **Show my name publicly** to give anonymously. Your name then appears as Anonymous in the supporters list.

Never share your PayPal password or card details with anyone. Only enter them in the PayPal window.

✓

Done!

Your donation is complete. The campaign and the school thank you for your support.