Set up Austin Disk Storage using "What I Owe"

The university offers Austin Disk Storage for all faculty, staff and students at a cost of $2 per GB per year. Faculty and staff have the ability to pay for Austin Disk Storage on a UT account or out of their own funds using the University's What I Owe service. Students only have the option of using What I Owe. This page only explains how to acquire Austin Disk Storage using What I Owe.
If you already have Austin Disk Storage and have questions about how to use it please visit the Austin Disk Storage FAQ page at **https://www.utexas.edu/its/help/storage**.

> (i) **Quick Links**
>
> Austin Disk Services page: **https://www.utexas.edu/its/storage**
>
> Your account page for ITS services: **https://utdirect.utexas.edu/its/account/services_overview.WBX**

1. Go to **https://www.utexas.edu/its/storage/index.php** and read about the service.
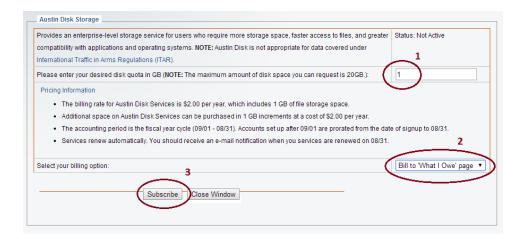2. On that page click the link to *"purchase disk space online"* under the Cost section.

3. The ITS Rules and Regulation page will appear (**https://utdirect.utexas.edu/its/account/user_agreement.WBX**). Review the usage agreement for ITS services and click the **I Agree** button.
4. The next page will show the ITS service available to you. Click the **Add Service** button next to the Austin Disk Storage service.
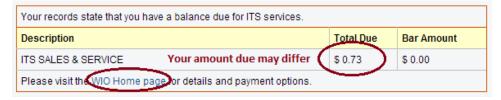

5. On the Service Details page select the amount of storage space you want. If you are only using Austin Disk for use in McCombs computer labs, then 1GB will be sufficient in most cases, but you can purchase up to 20 GB if you wish. 1 GB will cost you only 2$ per year. Select *"Bill to 'What I Owe' page"* as your billing option, then click **Subscribe**.

6. The window should update showing that the service is now pending payment. Click the **Close Window** button.

7. You will be returned to the Account Services Page. Austin Disk Storage should show a status of pending payment and you should see a note at the time of the screen informing you how much payment is due along with a link to the What I Owe page (**https://utdirect.utexas.edu/acct/rec /wio/wio_home.WBX**). Since annual payments are due September 1 each year, the amount actually due now will be prorated from September 1.

Your records state that you have a balance due for ITS services.		
Description	**Total Due**	**Bar Amount**
ITS SALES & SERVICE Your amount due may differ	$ 0.73	$ 0.00
Please visit the WIO Home page for details and payment options.		

8. On the What I Owe page, select your preferred method of payment and complete the payment process.

9. YOU'RE DONE! One payment has been completed your Austin Disk Storage will be active. You can return to **https://utdirect.utexas.edu/its /account/services_overview.WBX** at any time to check the status of this and other services or modify your storage space or cancel the service.