

*Refund Direct Deposit Profile*

# **WORKING WITH STUDENT FINANCES**



# Working with Student Finances (Refund Direct Deposit Profile)

You are encouraged to set up a Refund Direct Deposit profile. It allows the University to deposit (not withdraw) funds electronically into your checking or savings account when a credit balance is created on your student account.

Credit balances are a result of overpayments or financial aid in excess of charges.



# Working with Student Finances (Refund Direct Deposit Profile)

Setting up a profile, will ensure fast and secure receipt of your refund directly into your bank account. Sign up is easy:

1. Go to the Campus Finances Area to the left of the Student Center.
2. Select the "Refund Direct Deposit Profile".
3. Click Add Account.
4. Enter the type of account (either checking or savings).
5. Enter your bank's 9 digit routing number.
6. Enter the Account number that will receive the deposit.
7. Enter your Insurance Company and Policy Number.
8. Read the Agreement and click the "Yes" checkbox.
9. Save your profile.

