Sign up for eRefunds (Direct Deposit) in the <u>Student Payment Portal</u> using your net ID and password to login.

Texas State > Finance and Support Services > Student Business Services



Once you log into the payment portal, you can either click on *Refunds* at the top of the page, <u>or</u> *Electronic Refunds* under "My Profile Setup".

A My Account Make Payment Payment Pl	ans Refunds Help			
Announcement	Student Account	ID: xxxxx0226	My Profile Setup	
Welcome to the SBS Bill and Payment application!	Balance	\$0.00	Authorized Users	
	View Activity Enroll in Payment Plan			
Payment for Departmental Approval Registration for Summer 2017 second part of term classes is due July 13, 2017 at 5 pm.	Statamonto		My Payment Profile	
	Your latest eBill Statement	View	Electronic Refunds	
The final installment for the summer payment plan and the Emergency Loan Plan is July 26, 2017 at 5 pm.			Notifications	
	Term Balances			

Once you are on the Refunds page, select Set Up Account



Then you will need to do the following:

- 1. Select the Account Type from the drop down menu.
- 2. Enter the Routing Number for your bank (click View Example to see where to find this number).
- 3. Enter the Bank Account Number for your account at your bank.
- 4. Confirm your Account Number by typing it again.
- 5. Enter the full name on the account.
- 6. Enter a description to indicate a note to yourself about which account you used. This will save the information as your refund profile, as well as a payment method for future transactions.
- 7. Click Continue.
- 8. Check agreement authorizing Texas State to deposit funds.
- 9. Click **Continue**. You should see confirmation that your e-refund account is set up.

Account Information Indicates required fields

You can use any personal checking or savings account.

Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks. Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

*Account type:	Checking
*Routing number: (View example)	999888777
*Bank account number:	123456789
*Confirm account number:	•••••
*Name on account:	Boko T. Bobcat
*Save payment method as: (example My Checking)	College payment from checking
Continue Cancel	

Set Up Refund Account	
I hereby authorize Texas State University - San Marcos to initiate recurring credit entries to my Depository according to the term below, and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unpaid for any reason, I understand that a \$30.00 return fee will be added to my student account. Name: Boko T Bobcat	ns
Address:	
Depository: WELLS FARGO BANK	
255 2ND AVE SOUTH MINNEAPOLIS,MN 55479 Routing Number: 111900659	
Account Number: xxxx3333	
This agreement is dated Wednesday, May 7, 2014. For fraud detection purposes, your internet address has been logged: 147.26.141.157 at 5/7/14 12:04:34 PM CDT Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both federal and state laws of the United States. Violators will be prosecuted to the fullest extent of the law.	
To revoke this authorization agreement you must contact: cashiers@txstate.edu	
Print and retain a copy of this agreement.	
Please check the box below to agree to the terms and continue.	
V I Agree	
Print Agreement	
Continue Cancel	

You will receive a confirmation screen that your account information has been accepted into the system.

eRefunds

Your new ACH refund account has been saved.



eRefunds puts money in your account...FAST!

Direct Deposit is the secure and convenient way to get your refund. No more trips to the bank or waiting for a paper check.

Return policy for electronic payment transactions: If your electronic payment is returned by the bank unpaid for any reason, a \$30 return fee will be added to your student account.

Direct Deposit Bank Account				
Account Description	Actions			
Boko's Checking	Edit Remove			