

How to sign up for eRefunds (Direct Deposit) in the [Student Payment Portal](#)

1. Select “Electronic Refunds”

The screenshot shows the Student Payment Portal dashboard. The navigation bar includes "My Account", "Make Payment", "Payment Plans", "Refunds", and "Help". The main content area is divided into several sections:

- Announcement:** Welcome to the SBS Bill and Payment application! Fall 2022 bills will be available Monday, August 1, 2022. Payment in full is due on **Thursday, August 18, 2022**, a payment plan option is available. Emergency Loan & Short Term loan applications will open on Saturday, August 13, 2022. Financial Aid for fall 2022 will disburse on Friday, August 12, 2022. Refunds will begin processing on Monday, August 15, 2022, to expedite your refund be sure to sign up for eRefunds by August 12th. **When beginning payment, please complete the process within 15 minutes to avoid an unexpected time-out error.** [CLICK HERE TO BUY BOBCAT BUCKS](#)
- Student Account:** ID: xxxxx4175, Balance: \$0.00. Buttons: View Activity, Enroll in Payment Plan, Make Payment.
- Statements:** Click the button to view your current account balance and details. View Real-Time Statement. Your latest eBill Statement (3/22/22) Statement. View Statements.
- My Profile Setup:** Personal Profile, Payment Profile, **Electronic Refunds** (highlighted with a red box), Term Balances. A red arrow points to the "Electronic Refunds" option.

2. Select “Set up a new account” on the next page

The screenshot shows the eRefunds setup page. The navigation bar includes "Make Payment", "Payment Plans", "Refunds", and "Help". The main content area is titled "eRefunds" and "eRefunds puts money in your account... FAST!".

No more trips to your financial institution or waiting for a paper check to come in the mail. Direct Deposit is the secure and convenient way to get your refund.

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.

Refund Methods

No Refund Method Selected.

Direct Deposit
Typically received in 1-2 business days
Funds will be transferred to the personal checking or saving account of your choice.

A Direct Deposit account for refunds has not been set up.

Set up a new account (highlighted with a red box and a red arrow pointing to it)

3. Select **Account Type**
Enter **Routing Number**
Enter **Bank Account Number**
Confirm **Account Number**
Enter **Name on account**
Enter **Name for Save Payment Method**
Select **Continue** on the bottom right-hand side

Set Up Refund Account

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.

*Name on account:

*Save payment method as: (example My Checking)

Preferred payment method [What is this?](#)

*Account type:

*Routing number: (Example)

*Bank account number:

*Confirm account number:

4. Check agreement and select **Continue**.

Set Up Refund Account

I hereby authorize **Texas State University** to initiate recurring credit entries to my Depository according to the terms 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: **Ima Bobcat**

Address:
Depository: RANDOLPH BROOKS FCU
ONE RANDOLPH BROOKS PARKWAY
LIVE OAK, TX 782332416
Routing Number: 314089681
Account Number: xxxx8905

This agreement is dated Monday, January 8, 2018.

For fraud detection purposes, your internet address has been logged: 147.26.144.241 at 1/8/18 3:21:53 PM CST

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.

I Agree

You will receive a confirmation screen indicating that your account information has been accepted. Make sure you see content in green as it appears below.

eRefunds

Your new ACH refund account has been saved.

eRefunds puts money in your account... FAST!

No more trips to your financial institution or waiting for a paper check to come in the mail. Direct Deposit is the secure and convenient way to get your refund.

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.

Current Refund Method

Direct Deposit

Boko College - xxxxxx5513

Remove

Other Refund Methods

Select an option below to save as the current refund method.

Direct Deposit (Replace current account)

Typically received in 1-2 business days

Funds will be transferred to the personal checking or saving account of your choice.

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Set up a new account

Update