eRefund Setup

Only Students can set up eRefund profiles, Authorized Users are unable to do so. Students login in to <u>myPugetSound</u>, select Student Finances then Bill + Payment. Once in Bill + Payment:

Click on Electronic Refunds in the sidebar under My Profile Setup

UNIVERSITY of AND			Logout 🕩
👚 My Account Make Payment	Payment Plans Deposits Refunds Help		
Announcement	Student Account	ID: xxx4968	My Profile Setup
Fall Semester Billing Available July 1st!	Balance Estimated Financial Aid Balance Including Estimated Aid	\$25,944.00 \$18,600.00 \$7,344.00	Authorized Users
displayed on your student account: Payment Required when balance	Payment Plans		My Payment Profile
is positive \$1,779.40 . <i>NO Payment Required</i> when balance is negative -\$1,779.40 .	Fall 2017 Payment Plan Charges Not Included in Plan	\$16,644.00 \$0.00	Electronic Refunds
Having problems accessing resources in Bill + Paymont?	Make Payment View Activity		Notifications
Please try the following potential	Statements		
1. Clear Internet Browser History	Your latest eBill Statement Statement (5/11/17)\$25.00	View	
Chrome, Firefox or Internet Explorer the easiest way to do this is with the keyboard shortcut Ctrl-Shift -	Your latest 1098-T Tax statement 2015 1098-T Statement	View	
2. Try using a different Browser O Bill + Payment works best when using Chrome or Firefox 3. Allow Pop-ups by disabling Pop-up Blocker			

If you have tried these steps and continue to have problems please contact us



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• Select Set up Account

UNIVERSITY JANE DUGET SOUN	D						Logout 🕞
👚 My Account	Make Payment	Payment Plans	Deposits	Refunds	Help		My Profile
Refunds							
	eRefunds puts money in your accountFAST! No more trips to the bank or waiting for a paper check. #######THIS IS A TEST ENVIRONMENT AND CAN BE CHANGED UNDER eREFUNDS/eREFUNDS CONFIGURATION##### Direct Deposit is the secure and convenient way to get your refund.						
	Set Up Account						

Direct Deposit Bank Account

Account Description	Actions
Your direct deposit account for refunds has not been set up.	Set Up Account

Refund History for Jolie Libert

You have no past refunds.

• Either select a Saved Payment method or Set up a new account to receive Refunds

ूड्रिet Up Refund Account	
Would you like to use an existing account or set up a new account? © Savings - xxxxx6553	
 payment acct - xxxxx5473 Daddy Warbucks - xxxxx4321 	
© 9.2 Test - xxxxx3123	
Continue Cancel	

• If you choose to set up a new account, enter account information and click continue

Set Up Refund Account			
Account Information Indicates required fields			
You can use any personal checking or savings acc Do not enter other accounts, such as corporate ac Do not enter debit card numbers. Instead, enter t a personal check.	use any personal checking or savings account. Inter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks. Inter debit card numbers. Instead, enter the complete routing number and bank account number as found on Inal check.		
*Account type:	Select account type		
*Routing number: (View example)			
*Bank account number:			
*Confirm account number:			
*Name on account:			
*Save payment method as: (example My Checking)			
Continue			

• A confirmation message should display at the top of the Refunds home page indicating the refund account has been saved.

