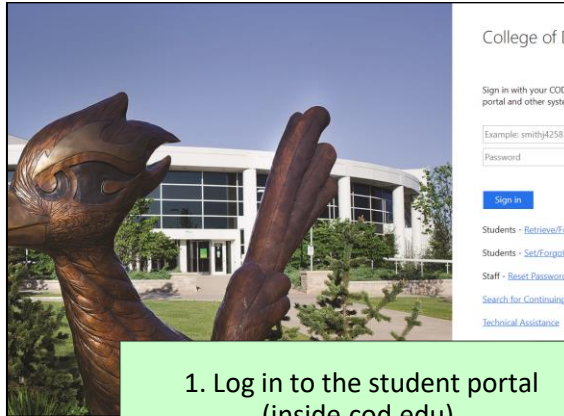


Student Account Refunds: eRefund Enrollment (Direct Deposit)

When a student account has a credit balance due to payments and credits exceeding the total charges due, a student account refund may be issued. College of DuPage offers you the opportunity to have your student refund directly deposited into your bank account.

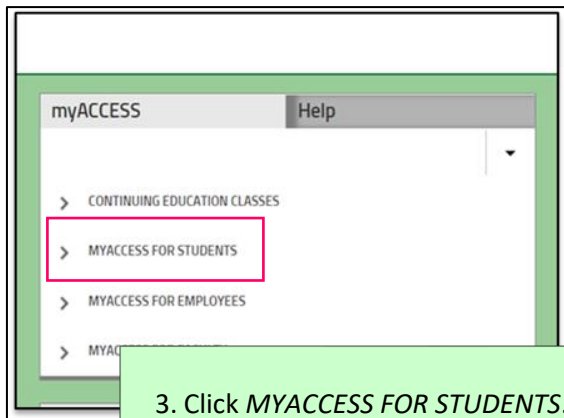
Follow these simple instructions to enroll in eRefunds (Direct Deposit):



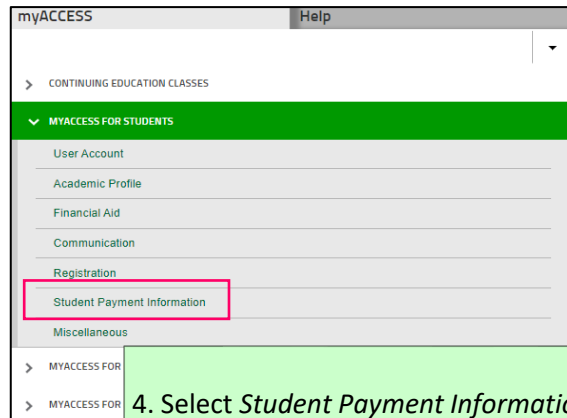
1. Log in to the student portal (inside.cod.edu).



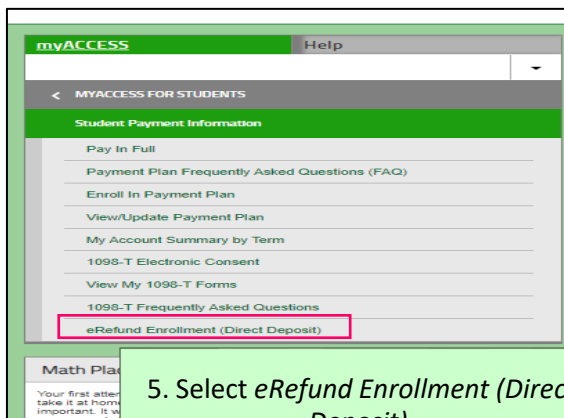
2. Locate the myACCESS menu.



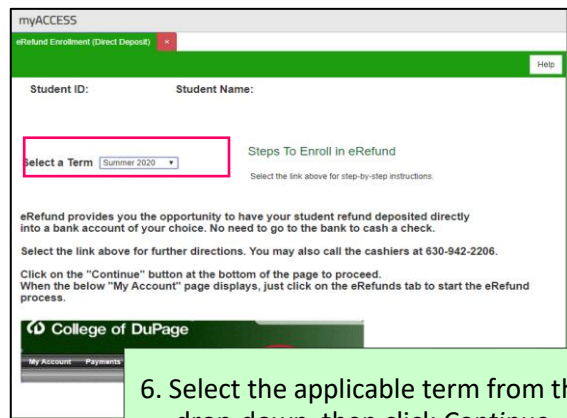
3. Click MYACCESS FOR STUDENTS.



4. Select Student Payment Information.

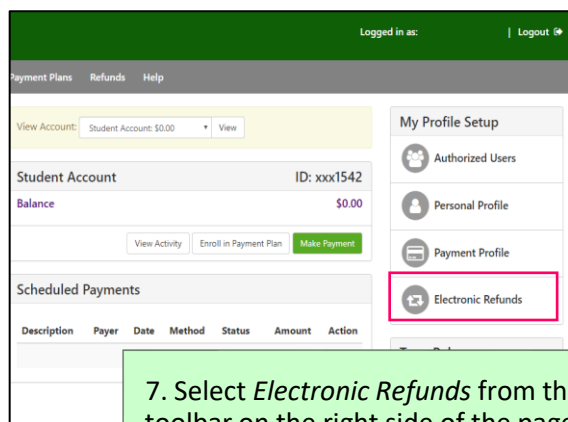


5. Select eRefund Enrollment (Direct Deposit).

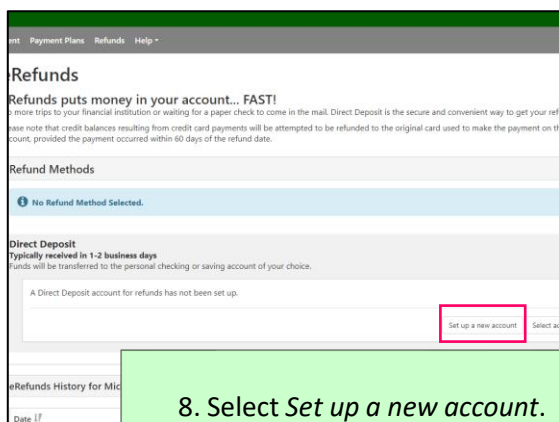


6. Select the applicable term from the drop-down, then click Continue.

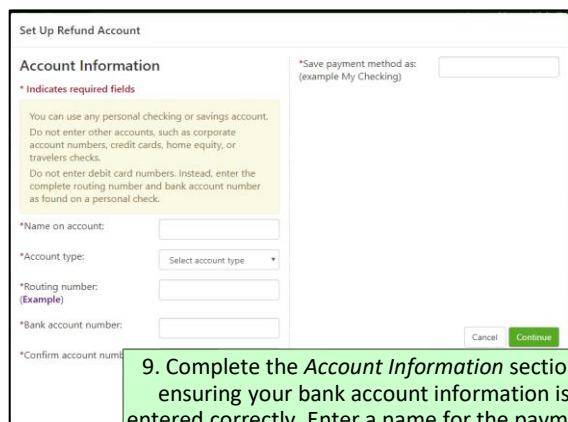
Student Account Refunds: eRefund Enrollment (Continued)



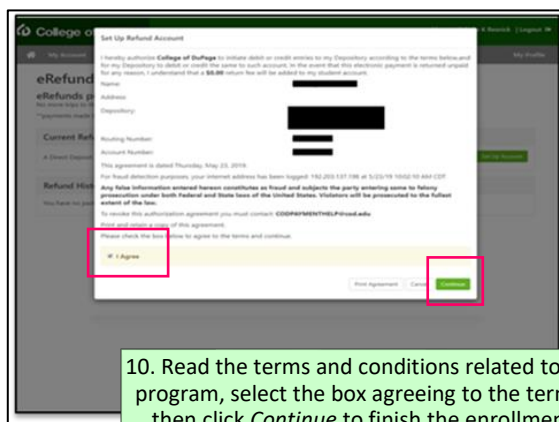
7. Select *Electronic Refunds* from the toolbar on the right side of the page.



8. Select *Set up a new account*.

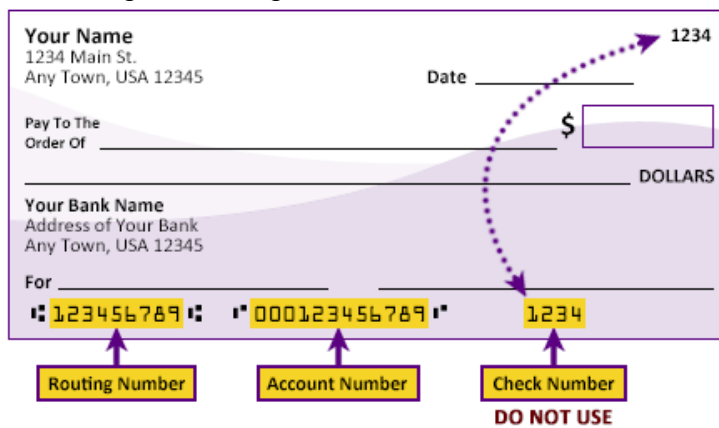


9. Complete the *Account Information* section, ensuring your bank account information is entered correctly. Enter a name for the payment method, then click *Continue*.



10. Read the terms and conditions related to the program, select the box agreeing to the terms, then click *Continue* to finish the enrollment process.

Finding Your Routing Number and Bank Account Number:



Routing Number: A 9-digit code that identifies the location where your bank account was opened. Each bank has its own routing number. You can find your routing number on the bottom left of a check.

Account Number: An 8 to 12-digit number specific to your personal bank account. This number is not the same as your debit card number. Your bank account number can be found printed on the bottom of a check or it may be visible via your online banking, depending on the financial institution.