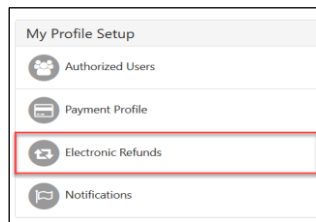


# ePayments:

## Electronic Refunds - Quick Reference Guide

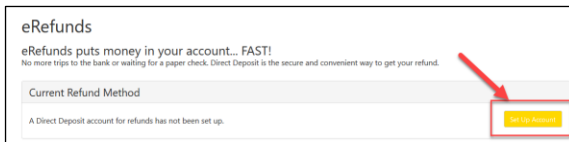
### Setting up Electronic Refunds

To access ePayments, you will need to log into your [CougarTrack](#), then under **CC Links**, select **Payments**. Once in the ePayments click **Electronic Refunds**.

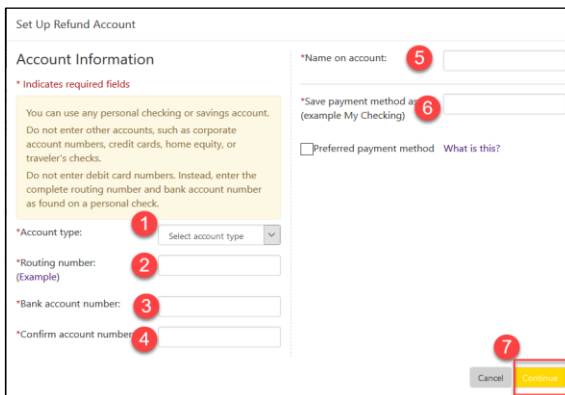


### Set up Access

The eRefunds page will guide you in setting up your information to allow the funds to be direct deposited to your checking or savings account.



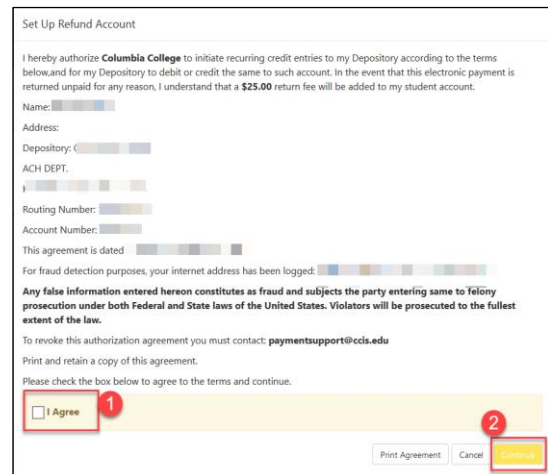
- 1) Account type – checking or savings?
- 2) Routing Number of account.
- 3) Bank account number.
- 4) Confirm bank account number.
- 5) Name on account.
- 6) Save information with a name for the account.
- 7) Continue to save information.



### eRefund Authorization & Confirmation

The refund account agreement will be supplied as below. It is the same standard message that would appear on setting up a payment; however, this information cannot be used to make payments toward the account unless you, the student, authorize it.

Finally, you must click, **I agree**, then **Continue**. This applies to all payment plans and the set up of the direct deposit.



Confirmation of the eRefund set up will appear on the next screen and will also be emailed to your CougarMail.

