## How to Enter Direct Deposit for Refunds

To enter your direct deposit information into the Nest, follow these four steps:

- 1. On the left-hand side, click Finances
- 2. Under Direct Deposit, click Setup Direct Deposit
- 3. In the fields below, enter your Account Type, Routing Number, Account Number, Direct Deposit Account Name, Begin Date
- 4. Click **Continue** to save and **I consent to direct deposit under these terms** and **Submit** to give SMU permission to deposit refunds electronically into this account.

Direct Deposit		
Set Up Direct Deposit Account		Direct Deposit (?)
Your Bank Account Information	Other Information	Continue Direct Deposit Consent I hereby authorize St. Mary's University/Jenzabar to initiate direct deposits to my bank account for any refunds in accordance with the terms below, and for my bank to debit or credit the same to such account.
This must be your account and not someone else's (e.g. your parent's). Entering account information that is not yours will result in your refund not being processed.	Enter a name for this account as you want it to appear in our system. Begin Date * Select a date to start receiving refunds into this bank account.	Submit Cancel
Account Type *		
Bank Account Located in United States		
Routing Number *		
Account Number *		
Confirm Account Number By Entering Again *		

If you have any questions or concerns, please visit Student Central in LaSalle Hall, email us at <u>studentcentral@smumn.edu</u>, or call us at 612-238-4566.

