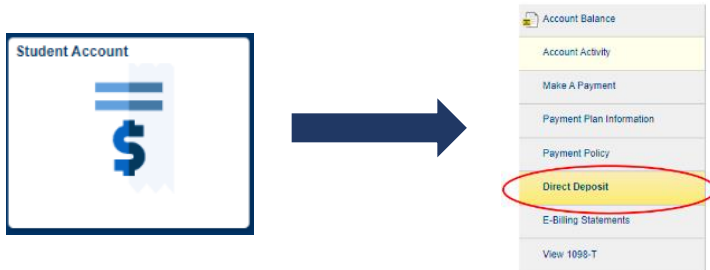
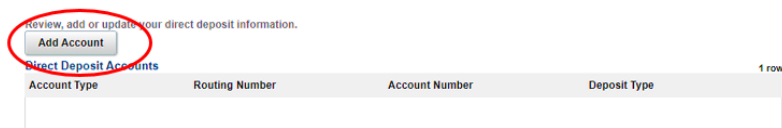


Student Payroll/Bursar Refund Direct Deposit Instructions

1. Log into [CheckMarg](#). Click on the **Student Account** tile then click on **Direct Deposit** in the menu on the left side of the screen.



2. Click on **Add Account**.



3. Enter your **Bank's Routing Number***, your **Account Number**, **Account Type** and click **Save**.

Your Bank Information

[View check example](#)

*Routing Number

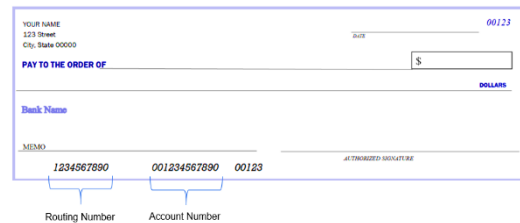
Distribution Instructions

*Account Number

*Account Type

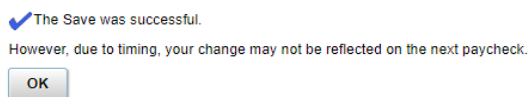
*Deposit Type

* Required Field



**If you do not have checks your bank's routing number can be found on their website or in your online bank account.*

4. You will receive this message if the information was successfully added:



5. Click **OK**. You will then be able to review or edit the account information you have entered.

Review, add or update your direct deposit information.

Direct Deposit Accounts

Account Type	Routing Number	Account Number	Deposit Type		
Checking	1234567890	001234567890	Balance	Edit	Delete

1 row