

Sign up for eRefunds with Purdue University Northwest and your refund from Student Accounts will be direct deposited into your bank account.

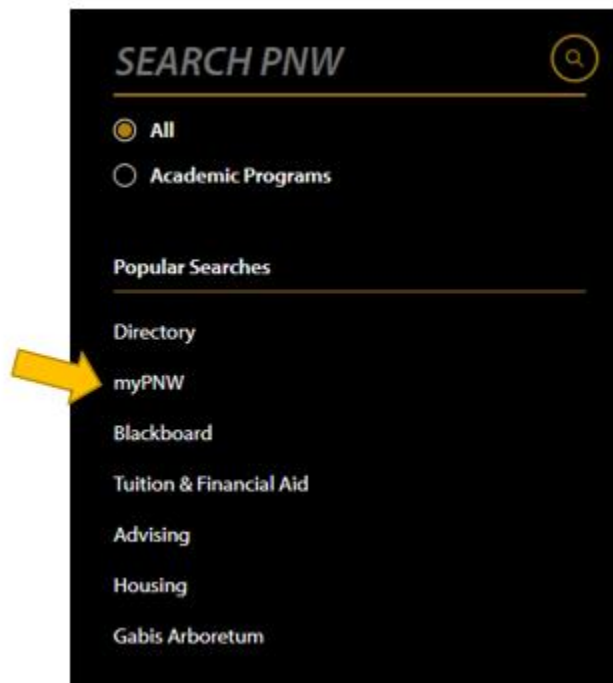
*Reduce the time waiting for your refund

*Eliminate going to the bank

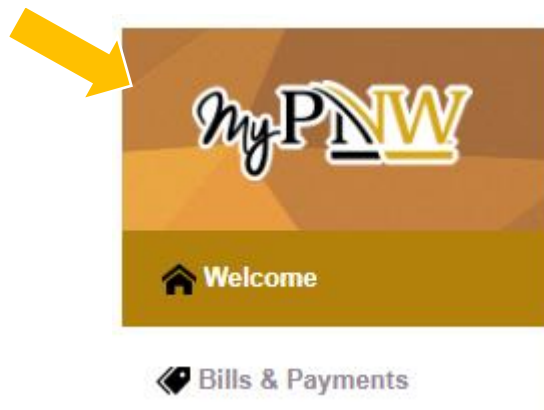
*No more lost check

Enter your bank account information in myPNW today!

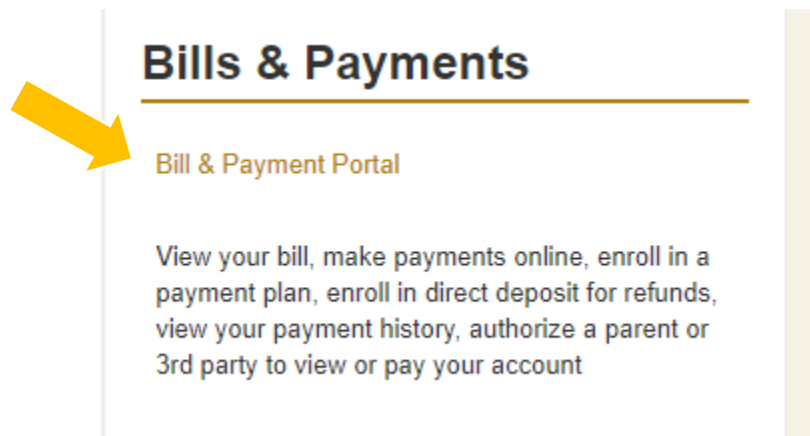
- Go to **PNW.edu** and click on the Search box in the upper right corner of the screen. Select myPNW and log in.



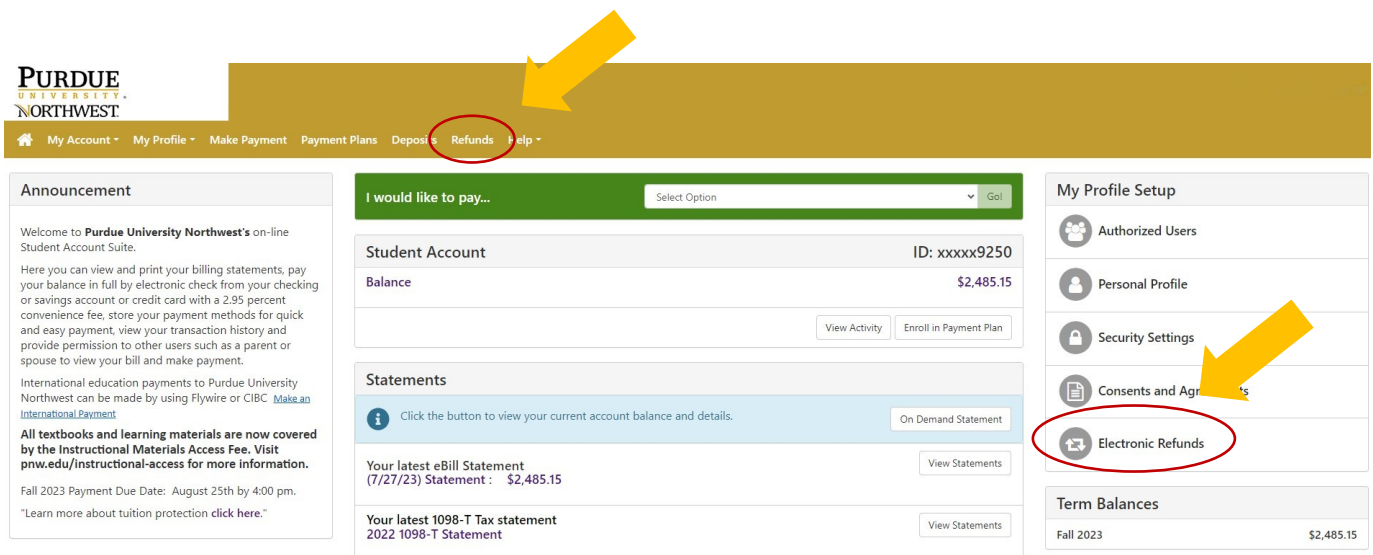
- Click on the **Bills & Payments** tab.



- Click on the **Bill & Payment Portal**.



- This takes you to the **TouchNet** screen.
- Click on the **Refunds tab** at the top of the screen or **Electronic Refunds** from the menu on the right.



- If you already have an account saved, you may skip to the asterisk (*) below. If you are setting up a **new account**, you will need to complete the following information and sign the agreement.

Set Up Refund Account

Account Information

* Indicates required fields

You can use any personal checking or savings account. Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks. Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

*Name on account:

*Account type:

*Routing number:
(Example)

*Bank account number:

*Confirm account number:

*Save payment method as:
(example My Checking)

☐ Set as your preferred payment method. You can choose a different payment method prior to submitting any payment.

You have the option of making this your preferred payment method, if you choose to, by clicking this box.

This is the name that will appear in TouchNet to help you identify what account was set up.

Joe Smith 1234
1234 AnyStreet Court
AnyCity, AA 12345 1234

Pay to the order of _____ Dollars

Bank Anywhere
123456789 123456789123 1234

Routing Number Account Number Check Number

Cancel Continue

- Check the **I Agree** checkbox if you agree to the terms displayed and click **Continue**.

I hereby authorize Purdue University Northwest to initiate debit or credit entries to my Depository according to the terms below, and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unpaid for any reason, I understand that a \$25.00 return fee will be added to my student account.

Name:

Address:

Depository:

JPMORGAN CHASE

2ND FLOOR

TAMPA, FL 33610

Routing Number:

074000010

Account Number:

xxxxxx1031

This agreement is dated Friday, June 22, 20--.

For fraud detection purposes, your internet address has been logged: 2.159 at 6/22/18 7:27:23 PM CDT

Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both Federal and State laws of the United States. Violators will be prosecuted to the fullest extent of the law.

To revoke this authorization agreement you must contact: bursar@pnw.edu

Print and retain a copy of this agreement.

Please check the box below to agree to the terms and continue.

☒ I Agree

Print Agreement Cancel Continue

- Under **Current Refund Method** follow instructions given in the link **Security Settings**.

PURDUE UNIVERSITY NORTHWEST

My Account Make Payment Payment Plans Deposits Refunds Help

eRefunds

eRefunds puts money in your account... FAST!
No more trips to the bank or waiting for a paper check. Direct Deposit is the secure and convenient way to get your refund.
A refund has been issued.

Current Refund Method

You must enroll in Two-Step Verification to add a Refund Method. Please proceed to **Security Settings** in My Profile to enroll.

Click on **My Profile**. Then click **Security Settings** from the drop-down menu.

PURDUE UNIVERSITY NORTHWEST

Logged in as: Joan Stewart | Logout

My Account Make Payment Payment Plans Deposits Refunds Help

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My Profile

- Authorized Users
- Personal Profile
- Security Settings**
- Direct Deposit

- Follow the instructions. Select the desired method for receiving the passcode. Then click on **Send Code**.

PURDUE UNIVERSITY NORTHWEST

My Account Make Payment Payment Plans Deposits Refunds Help

My Profile

Personal Profile **Payment Profile** Security Settings

Two-Step Verification Enrollment

Primary Method

Please select how you would like to receive a passcode.

☐ Text message to existing or new mobile number

☒ Email message to existing or new email address

New email address

Send Code

☐ Google Authenticator (Download Google's Authenticator app from the App Store (iOS) or GooglePlay (Android))

Backup Method (optional)

Adding a backup method allows a passcode to be sent to an additional mobile number or email address.

Setup Method



Check e-mail or text for code. Input code in the **Verify passcode** box and click on **Verify**.

PURDUE UNIVERSITY NORTHWEST

My Account Make Payment Payment Plans Deposits Refunds Help

My Profile

Personal Profile Payment Profile Security Settings

Two-Step Verification Enrollment

Primary Method

Please select how you would like to receive a passcode.

- ☐ Text message to existing or new mobile number
- ☒ Email message to existing or new email address

New email address: leotl1010@yahoo.com Send Code

Verify passcode: Cancel Resend Code **Verify**

An email with your passcode has been sent, please verify.

© Google Authenticator (Download Google's Authenticator app from the App Store (IOS) or GooglePlay (Android))

Backup Method (optional)

Adding a backup method allows a passcode to be sent to an additional mobile number or email address. Setup Method

- Click the Refunds tab.

PURDUE UNIVERSITY NORTHWEST

My Account Make Payment Payment Plans Deposits **Refunds** Help

My Profile

Personal Profile Payment Profile Security Settings

Two-Step Verification Enrollment

Primary Method

Passcode communications will be sent to **leotl10@pnw.edu** Edit

Backup Method (optional)

Adding a backup method allows a passcode to be sent to an additional mobile number or email address. Setup Method

Click **Set Up Account**.

PURDUE UNIVERSITY NORTHWEST

My Account Make Payment Payment Plans **Deposits** Refunds Help

eRefunds

eRefunds puts money in your account... FAST!

No more trips to the bank or waiting for a paper check. Direct Deposit is the secure and convenient way to get your refund.

A refund has been issued.

Current Refund Method

A Direct Deposit account for refunds has not been set up. **Set Up Account**

- You know Direct Deposit is set up successfully when you see the account name under **Current Refund Method**.
- This is also the screen where you would make any edits or remove the refund account.

eRefunds

Your new ACH refund account has been saved.

eRefunds puts money in your account... FAST!

No more trips to the bank or waiting for a paper check. Direct Deposit is the secure and convenient way to get your refund.

You must notify the Bursar if you have instructed your bank to transfer Purdue's electronic payments to an account outside the United States. Additional information is required so that our bank can satisfy its regulatory obligations. Purdue will not be responsible for any resulting delays.

Log Out of TouchNet

- When you are finished conducting business in TouchNet, click on the **Log Out** link in the upper right hand corner of the screen.