Setting up an eRefund Profile

- 1. The student must log into Murphy Online (<u>https://banner.stthomas.edu</u>). Make sure pop-up blockers are disabled.
- 2. Click on *Personal Information/Special Roles* tab.
- 3. Select eBill & ePay System.
- 4. Select *Electronic Refunds*.

Currently there is no activity on your account Student Account. My Profile Setup Announcement Image: Count Student Account Student Account Setup page. My Profile Setup August is the month that we begin posting the fall term 2019 charges and/or credits (financial aid, ascount Setup page. Student Account ID: My Profile Setup Student Account There is no activity on this account at this time. ID: Personal Profile Student Account There is no activity on this account at this time. Image: Count Setup Page Image: Count Setup Page	A My Account Make Payment	sposits Refunds Help	
Announcement My Profile Setup August is the month that we begin posting the fall term 2019 charges and/or credits (financial aid, saccount Setup Page. My Profile Setup Student Account ID: Student Account There is no activity on this account at this time. The majority of the charges/credits will be posted by Sunday, August 25, 2019. Student Account There is no activity on this account at this time.	Currently there is no activity on your accou	Student Account.	
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begin posting the fall term 2019 Student Account ID: ID: <t< td=""><td>August is the month that we</td><td>to sign up for direct deposit of your refunds, complete your setup in the <u>Refund</u> Account Setup page.</td><td>Authorized Users</td></t<>	August is the month that we	to sign up for direct deposit of your refunds, complete your setup in the <u>Refund</u> Account Setup page.	Authorized Users
accounts. Student Account There is no activity on this account at this time. The majority of the charges/credits will be posted by Sunday, August 25, 2019. View Activity Make Payment Profile	begin posting the fall term 2019 charges and/or credits (financial aid, scholarships, etc.) to the students	Student Account ID:	Personal Profile
2019. View Activity Make Payment Profile	accounts. The majority of the charges/credits will be posted by Sunday, August 25,	Student Account There is no activity on this account at this time.	
The first monthly eBill for fall term	2019. The first monthly eBill for fall term	View Activity Make Payment	Payment Profile
2019 will be generated on Monday, August 26, 2019. An email will be sent to let you know your eBill is available.	2019 will be generated on Monday, August 26, 2019. An email will be sent to let you know your eBill is available.		Electronic Refunds
The first payment due date for fall term 2019 is September19, 2019.	The first payment due date for fall term 2019 is September19, 2019.		

5. Click on *Set up Account*.

Set Up Account	
	Set Up Account

6. Enter bank account information and click *Continue*.

Account Information		*Save payment method as:	(Bank Name) Checking
* Indicates required fields		(example My checking)	
You can use any personal ch	necking or savings account.		
Do not enter other accounts account numbers, credit car traveler's checks.	s, such as corporate ds, home equity, or		
Do not enter debit card nur complete routing number a as found on a personal chec	nbers. Instead, enter the nd bank account number ck.		
*Name on account:	Jane Doe		
	Chacking		
*Account type:	Checking		
*Account type: *Routing number: (Example)	091000022		
*Account type: *Routing number: (Example) *Bank account number:	091000022 123456789		

7. Read the agreement and check *I Agree*.