

BURSAR OFFICE

Dear Student

Fall Semester is quickly approaching! To help make your financial aid disbursement process go smoothly, we want to inform you of our new electronic direct deposit refund process.

It is quick and easy and you won't have to worry about lost checks in the mail! This service is absolutely free.

We will deposit excess funds directly to a U.S. checking or savings account of your choice. You can verify your financial aid activity by checking your account activity online; financial aid will appear as a credit on your account, and refund payments will be notated as they are issued.

In the best interests of our students and parents and to ensure complete security, your banking information was not uploaded into **TouchNet**, our new electronic payment gateway.

Therefore, even if you have signed up in the past it is very important to sign up for this valuable service again in 5 quick steps:

On or after July 21, 2008

1. Log-in to your [myPurdue](#) account
2. Choose the **'Financial'** tab
3. Then click on **"Manage My Account – TouchNet Payment Portal"**
4. On the TouchNet site click on My Profiles tab and set up a payment profile
5. Check the **Refund Option** box. "Please check here if you would like refunds to be deposited to this account" (This will then be the account that is used to deposit refunds)

Bank Account Information

Personal accounts only - no corporate accounts. Note that only one bank account can be designated to receive refunds. Please choose a meaningful name that will allow you to easily recognize and reuse this payment method in the future.

Account Nickname: (e.g. Primary Checking)

Account Type:


ABA Routing Number: [View Illustration](#)

Account Number:

Confirm Account Number:

Name on Account:

Refund Option Please check here if you would like refunds to be deposited into this account.



If you choose not to utilize direct deposit, your check will be mailed to your **LOCAL** address. It is **extremely important** to maintain a correct address within your [myPurdue](#) account. Incorrect addresses will result in unnecessary delays.

If you have any questions, please contact the Bursar Office.