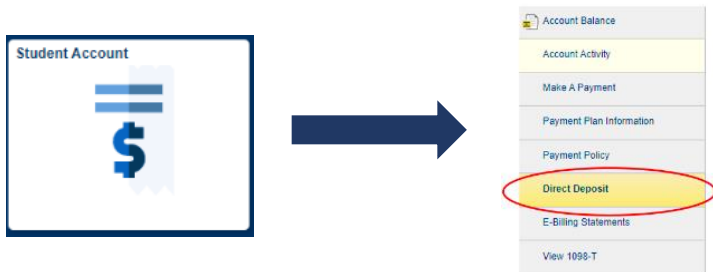
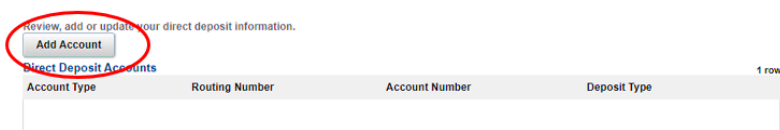


Student Payroll/Bursar Refund Direct Deposit Instructions

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

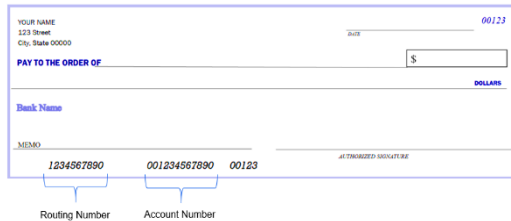
Distribution Instructions

*Account Number

*Account Type

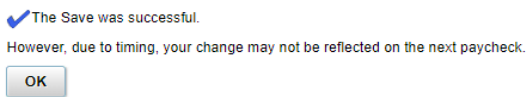
*Deposit Type

* 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 1 row

Account Type	Routing Number	Account Number	Deposit Type	
Checking	1234567890	001234567890	Balance	<input type="button" value="Edit"/> <input type="button" value="Delete"/>