

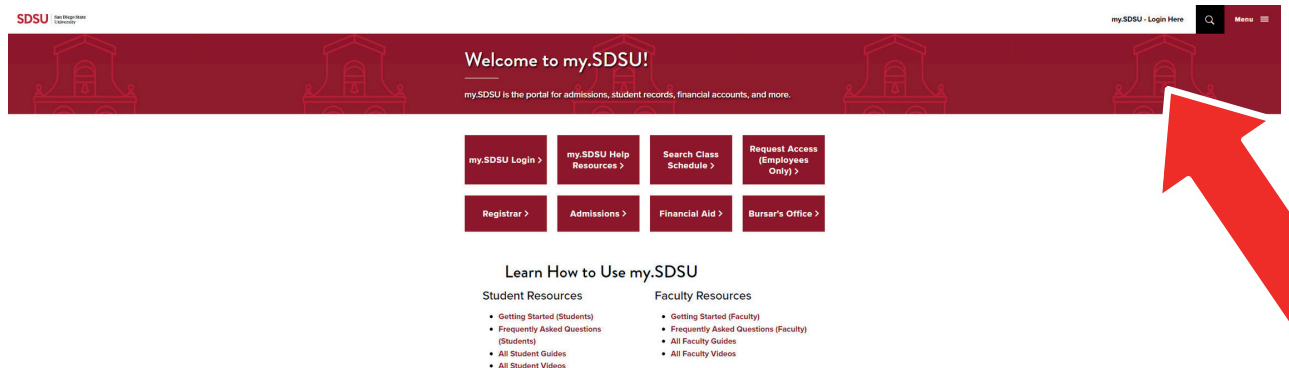
Signing up for Direct Deposit

Student Guide on signing up for Direct Deposit

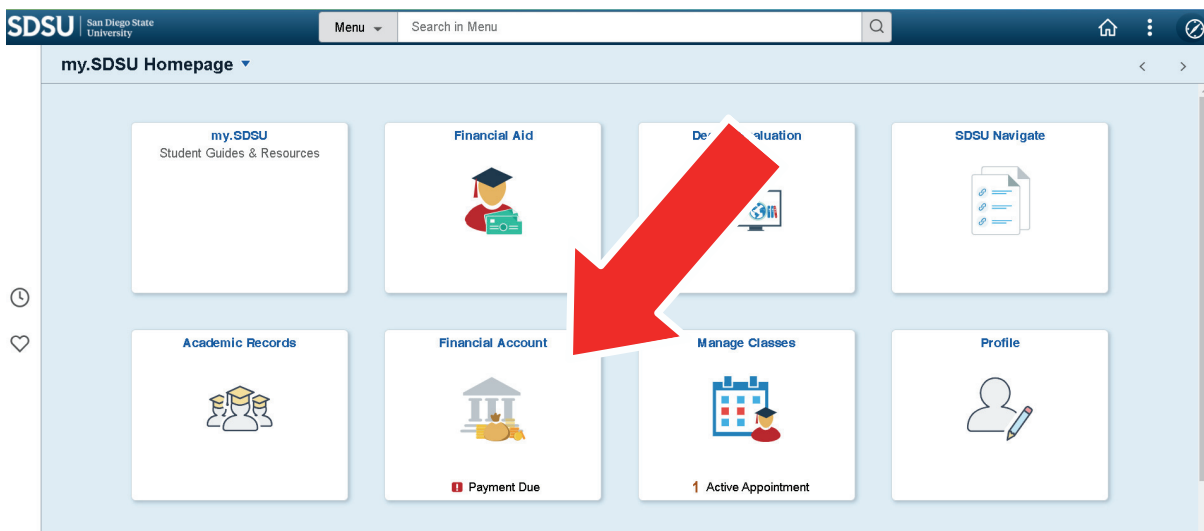
At SDSU, direct deposit is the quickest, safest, and fastest way for students to receive refunds from financial aid and scholarships.

For security reasons, any new enrollment or updates to direct deposit information will trigger a 7-day hold on refunds. To avoid delays, students are encouraged to enroll or make changes as early as possible. To sign up, follow the steps below:

1. Begin by logging in to [my.SDSU](#)



2. Select the **"FINANCIAL ACCOUNT"** tab.



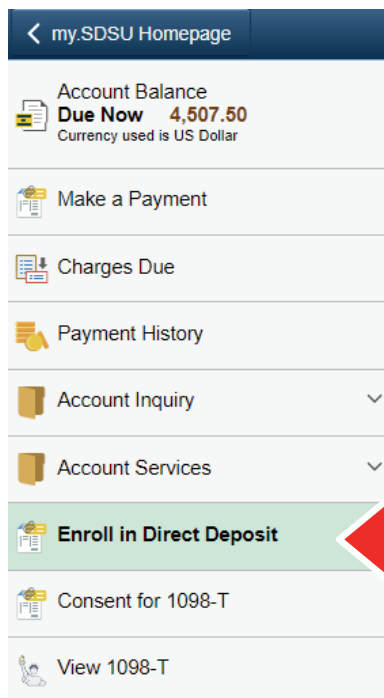
Signing up for Direct Deposit

SDSU

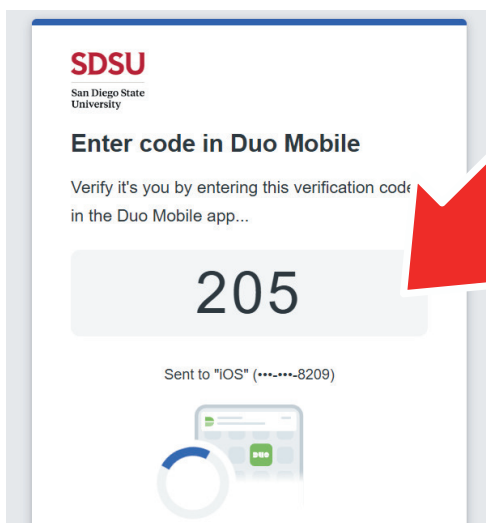
University
Bursar's Office

Student Guide on signing up for Direct Deposit

3. Select the “**Enroll in Direct Deposit**” tab.



4. Complete the DUO Authentication.



Signing up for Direct Deposit

SDSU

University
Bursar's Office

Student Guide on signing up for Direct Deposit

5. Enter banking information in the designated highlighted areas and select **submit**.

Enroll In Direct Deposit

Activity

Inquiry

Account Services ^

Enroll in Payment Plan

View Permissions

Grant Permissions

Enroll in Direct Deposit

Consent for 1098-T

View 1098-T

Account Type: ☒ Checking ☐ Savings **Withdraw From Direct Deposit**

Routing Number: **What are my Routing and Account Numbers?**

Account Number: ☐ Hide account information

Confirm Account Number:

Terms and Conditions

I hereby authorize, in accordance with the rules and regulations of the National Automated Clearinghouse Association ("NACHA"), San Diego State University to credit any reimbursements due to me via automated clearinghouse electronic fund transfer ("ACH") to the bank and bank account owned by me referenced above. This authorization will remain in effect until cancelled in writing. A new authorization must be completed if I change my bank account, close my bank account, or change financial institutions.

After any change or new initial enrollment in direct deposit, as a security measure, SDSU will place a hold on the account for 7 days that will temporarily pause refunds.

I acknowledge that if my direct-deposit details are altered without my authorization - such as through phishing or other fraudulent activity - San Diego State University may be unable to recover or reimburse any resulting loss of funds.

Note: I understand that San Diego State University requires ten (10) business days to set up this initial authorization and two (2) business days for funds to become available following an ACH electronic funds transfer.

☐ I acknowledge that I have read and agree to the above Terms and Conditions.

Submit

For additional questions, please contact the Cal Coast Student Financial Center.



sacd.sdsu.edu/sfc