

Instructions to enroll for eRefund

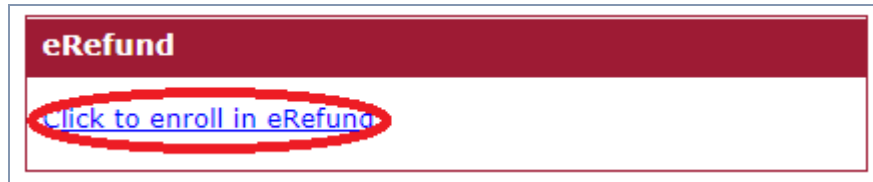
1. Log into your Student Center on [mybyuh](http://mybyuh.com).

Student	Faculty & Staff
<ul style="list-style-type: none">• Student Center (Search/Register for classes, pay your tuition, personal information, etc.)• Book Loan With BYU• Canvas• Distance Learning Student Center• Employment (On-campus jobs)• Handshake (Off-campus job/internship)• Password Reset• Rate your Semester/Instructors• Student Clearing House (Download Enrollment Verification Documents)• Transcript Ordering Services• Workday (Report Time, Review Paycheck Data)	<ul style="list-style-type: none">• Faculty Center• My Account (Campus Finances)• Password Reset• Pay Check Data (Before 01/01/2016)• Peoplesoft Finance (Purchasing & Travel)• Peoplesoft Student (Post & Hire Employees)• Workday (Report Time, Review Paycheck Data)

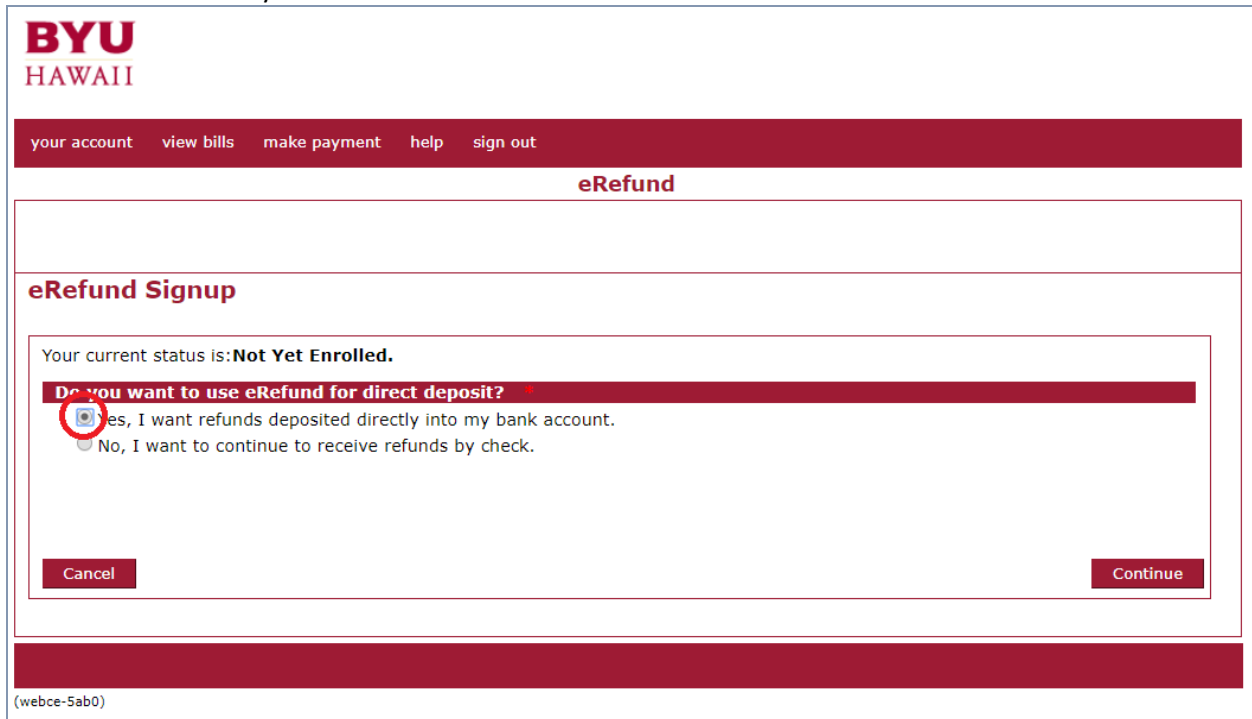
2. Once logged in, scroll down to the Finances section, and click on Make a Payment.

The screenshot shows the mybyuh website interface. At the top, there is a navigation bar with a dropdown menu for 'Academics'. Below this, there are links for 'Search', 'Enroll', 'My Academics', and 'Schedule Planner'. A search box contains the text 'other academic...' and a search button. To the right, there are icons for 'Deadlines', 'URL', and 'Gradebook'. Below these is a section titled '2018 Winter Schedule' with a table with columns 'Class' and 'Schedule'. The table is currently empty. Below the table is a 'weekly schedule' link. At the bottom, there is a dropdown menu for 'Finances'. Below this, there are links for 'My Account' (Account Inquiry) and 'Financial Aid' (View Financial Aid, Accept/Decline Awards). A search box contains the text 'other financial...' and a search button. To the right, there is an 'Account Summary' section with the heading 'You owe' and two items: 'Due Now' and 'Future Due'. Below this, it says 'Currency used is US Dollar.' At the bottom of the 'Account Summary' section, there is a green button labeled 'make a payment', which is circled in red. Below the button, there is a note: 'Please make sure pop-up blockers are turned off.'

3. The screen needs to refresh. Once refreshed, scroll down to the eRefund section (on the left) and click on the link to enroll.



4. Confirm that you wish to enroll in eRefund.

A screenshot of the "eRefund Signup" page on the BYU Hawaii website. The page features the BYU HAWAII logo at the top left and a navigation bar with links for "your account", "view bills", "make payment", "help", and "sign out". The main heading is "eRefund". Below this, the "eRefund Signup" section displays the message "Your current status is: **Not Yet Enrolled.**". A question is posed: "Do you want to use eRefund for direct deposit? *". Two radio button options are provided: "Yes, I want refunds deposited directly into my bank account." (which is selected and circled in red) and "No, I want to continue to receive refunds by check." At the bottom of the form, there are "Cancel" and "Continue" buttons. The footer of the page contains the text "(webce-5ab0)".

5. Enter your bank account information. You will also need your bank routing number.

eRefund

eRefund Signup

Enter your bank account information

Name for this Account * ex: 'My Checking' or 'Savings Acct'

Account Holder Name *

Account Type* Checking Savings

New Account Number *

Confirm Account Number *

Routing Transit Number * [What are my Routing Transit and Account Numbers?](#)

Cancel

Continue

6. Click on Continue and finish the process by following the rest of the instructions.