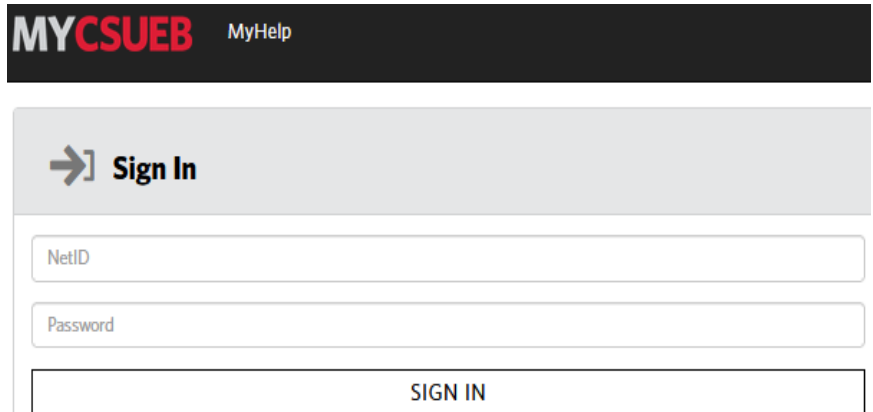


# How to Enroll in the Direct Deposit Program

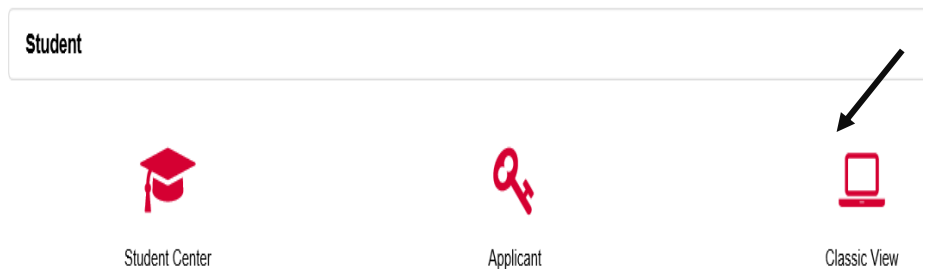
Go to the California State University East Bay Website

<https://www.csueastbay.edu/mycsueb/>

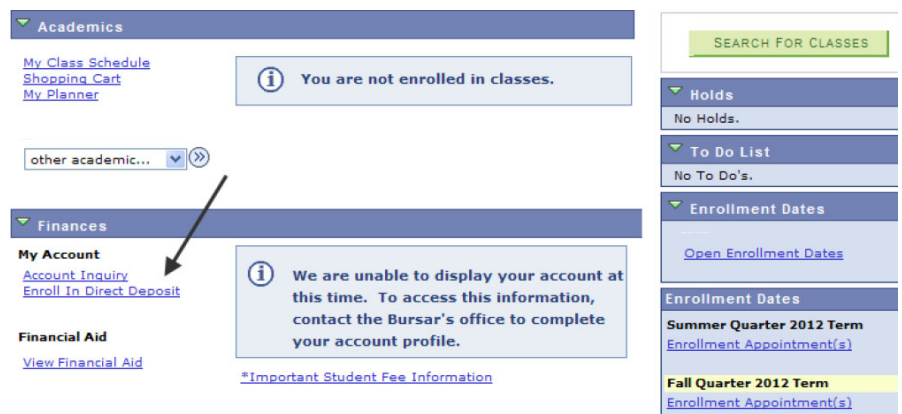
1. Sign in using your NETID and password



2. Click on **Classic View**



3. Click on the **Enroll in Direct Deposit** Link



4. Select the **Account Type** that you would like to have your refund to deposited into.

5. Enter the **Routing Number** and the **Account Number** and Confirm it by entering it again

Note, There is a link labeled "What are my Routing and Account Numbers" that will explain how to find this information on a check. If you are still unsure of how to find this information, please contact your bank or financial institution for details

Read the terms and conditions of the contract. If you do not accept the terms and conditions, do not click the box next to the statement, "I acknowledge that I have read and agree to the above Terms and Conditions."

Click Cancel button.

## Enroll In Direct Deposit

Miyesha Dickerson

Account Type:	<input checked="" type="radio"/> Checking	<input type="radio"/> Savings	<input type="button" value="withdraw from direct deposit"/>
Routing Number:	<input type="text" value="123456789"/>	<a href="#">What are my Routing and Account Numbers?</a>	
Account Number:	<input type="text" value="1111111111111111"/>		
Confirm Account Number:	<input type="text" value="1111111111111111"/>		

### Terms and Conditions

I hereby authorize in accordance with the rules and regulations of the National Automated Clearinghouse Association (NACHA) California State University East Bay (CSUEB), a campus of the California State University (CSU) system, 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. Further, I hereby authorize CSUEB (the CSU) to withdraw funds from the above referenced bank account owned by me via ACH debit. Such debits are authorized only to retrieve reimbursement for overpayments. This authorization will remain in effect until withdrawn by me via use of the "withdraw from direct deposit" button that appears on this page. A new authorization must be completed if I change my bank account or change financial institutions.

Note: I understand that CSUEB requires from two to three (2-3) 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.

If you accept the terms and conditions

6. Click on the box next to the statement “I acknowledge that I have read and agree to the above Terms and Conditions. “

7. Click on the **Submit** button

8. If you wish to confirm your Direct Deposit Confirmation click on the OK button

9. If not click on **Cancel**

10. Click **OK** button to go back to the Student Services Center.

## Direct Deposit Confirmation

Confirm you are enrolling in Direct Deposit with the following account information:

**Account Type:** Checking  
**Routing Number:** 123456789  
**Account Number:** 1111111111111111



## Direct Deposit Confirmation

Congratulations you are now enrolled in Direct Deposit with the following account information:

**Account Type:** Checking  
**Routing Number:** 123456789  
**Account Number:** 1111111111111111