eRefund Account Set Up

eRefund is a fast, easy, and secure way to have student refunds electronically deposited to the students' bank account. With eRefund, refunds are processed and delivered via direct deposit (ACH) to the student's designated checking or savings account, in as little as 2 business days. eRefund is LMU's preferred method for processing refunds.

Students who do not setup an eRefund account will receive refunds in the form of a paper check via mail. Checks are processed weekly and mailed to the student's current address on file. Refund checks can take up to 14 business days to receive but can vary depending on US mail service.

Only students can set up an eRefund account online in the Student Account Center. Authorized Users cannot set up an eRefund account.

To set up an eRefunds profile, the student must log in to the Student Account Center. This is a secure system which you may access 24/7 to change, update, or delete your banking information. Below are instructions on how to setup an eRefund account.

- Log into <u>MyLMU</u> using your LMU Lion Email and password. Click on the **Accounts & Tech** section. Under the Accounts column, select Student Account Center.
- 2. Once in the Student Account Center, click the **Refunds** tab or click on **Electronic Refunds** under My Profile Setup.
- 3. Click on "Enroll in Two-Step Verification" with one of the following
 - Text message to existing or new mobile number
 - Email message to existing or new email address
 - Google Authenticator App (IOS or Android)

A verification passcode will be sent before you click **Setup Method**. You also have the option of setting up a backup method.

- 4. Click on the **Refunds** tab, then click on "Set up a new Account." You will be prompted to provide the following information:
 - Name on Account
 - Account Type (personal Checking or Savings)
 - Routing Number
 - Bank Account Number
 - Confirm Account Number
 - Save payment method as: (example My Checking)

Click Continue to proceed with setup.

5. You will need to agree to the Terms and Conditions to complete the direct deposit setup. Once an eRefund account is setup, all refunds will be processed via direct deposit (ACH).

Refunds can be requested using the QR Code below or by emailing <u>refund@lmu.edu</u> from your LMU Lion email



LMU			Share Reedlack APP(Y
Welc MyL	come to		nggrighten My Mittheine News and mononements to Studieti, Faulta and Balt I. Io bidgs point arman antenisti granum. Or part Is falsewar, with all false of the most popular see directly! Legits mathement 1. Ameritative
LMU ACADEMICS	ACCOUNTS & TECH EMPLOYMENT LIFE	ABOUT LMU	
ACOUNTS Company Barriers Dy Oreclard Office UNP Park Account MyTatan OreCard Account Oatloak Statistic Account Car Statistic Account Car Statistic Account Car	TECH SUPPORT entities & dt dt3 Service Deak Roat Passeed	GFTMARE & TOOLS los los docator: State inhechto Learning Mice 30G houtines Sorveys Soom (web conferencing)	
Ny Account * My Profile * Make Psymeric Psy	ment Plans Deposits Retunds Hep *		
Uncountered where the set is failed as a set of the set is failed as the set is failed as the set is failed as a set of the set is failed as a set of the set is failed as the set of the s	Constraint and a second of grant advance of a grant advance of a second of advance of advance of advance of the second of advance of the seco	regression on point the Related Annuar Heige on Burnet at this time. It was able to rever and chain. (or c	Professional States 2 x x x x 2 / 2 x x x 2 / 2 x x x 2 / 2 x x x 2 / 2 x x x 2 / 2 x / 2 x x 2 / 2 x / 2 /
to request a refund email us at: refund Refund Methods	@Imuedu today! rofile. You must enroll in Two-Step		Erroll in Two-Step Writication
Verification to update a keruno Ma	enios		
My Profile			_
Personal Profile Payment I Two-Step Verification B Primary Method Please select how you would like to	Profile Security Settings Enrollment Preceive a passcode.		
Text message to existing or new Imail message to existing or new Google Authenticator (Download Backup Method (optional) Adding a backup method allows a	mobile number vemail address d Google's Authenticator app from the App S passcode to be sent to an additional mobile r	ore (IOS) or GooglePlay (Android)) rumber or email address.	
Direct Deposit Typically received in 1-2 business Funds will be transferred to the pee A Direct Deposit account for	r days sonal checking or swing account of your ch exfunds has not been set up.	oite.	•
			Set up a new account
Set Up Refund Accourt	nt		
Account Informa	tion	*Save payment method (example My Checking)	a5:
You can use any US or I savings account.	Domestic personal checking or		

Cancel Conti

imbers, credit cards, home ed