

## How Do I Get My Refund?

If your financial aid package is more than your bill with business services, you will likely receive a refund. Refunds are sent on the 14<sup>th</sup> class day each semester. We encourage students to have all of their financial aid in place and charges accepted prior to the beginning of each semester so there is no delay in posting your funds. Refunds can come to students by either check or direct deposit. Refunds are received within 4 business days via direct deposit, while checks can take 10 – 14 business day. If you would like to set up direct deposit, the instructions are below.

### How to set up direct deposit:

1. Go to [www.msun.edu](http://www.msun.edu)
2. Click on Current Students
3. Select MyInfo
4. Choose 'Log in to MyInfo using your NetID (if you don't know your NetID you can click on 'Claim/Reclaim your NetID')
5. Go to Student Services Tab
6. Click on Student Records
7. Click on Web Bill Summary
8. Select a Term
9. Click on the QuikPay button at the bottom of the bill
10. Click on Manage Refunds
11. Click on Manage My Refunds
12. Complete the Authentication step
13. Choose Edit Refund Method
14. Choose Bank Account (Direct Deposit)
15. Enter your bank information (Account Holder Name/Bank Name/Type of Account/Routing Number/Account Number) and Save