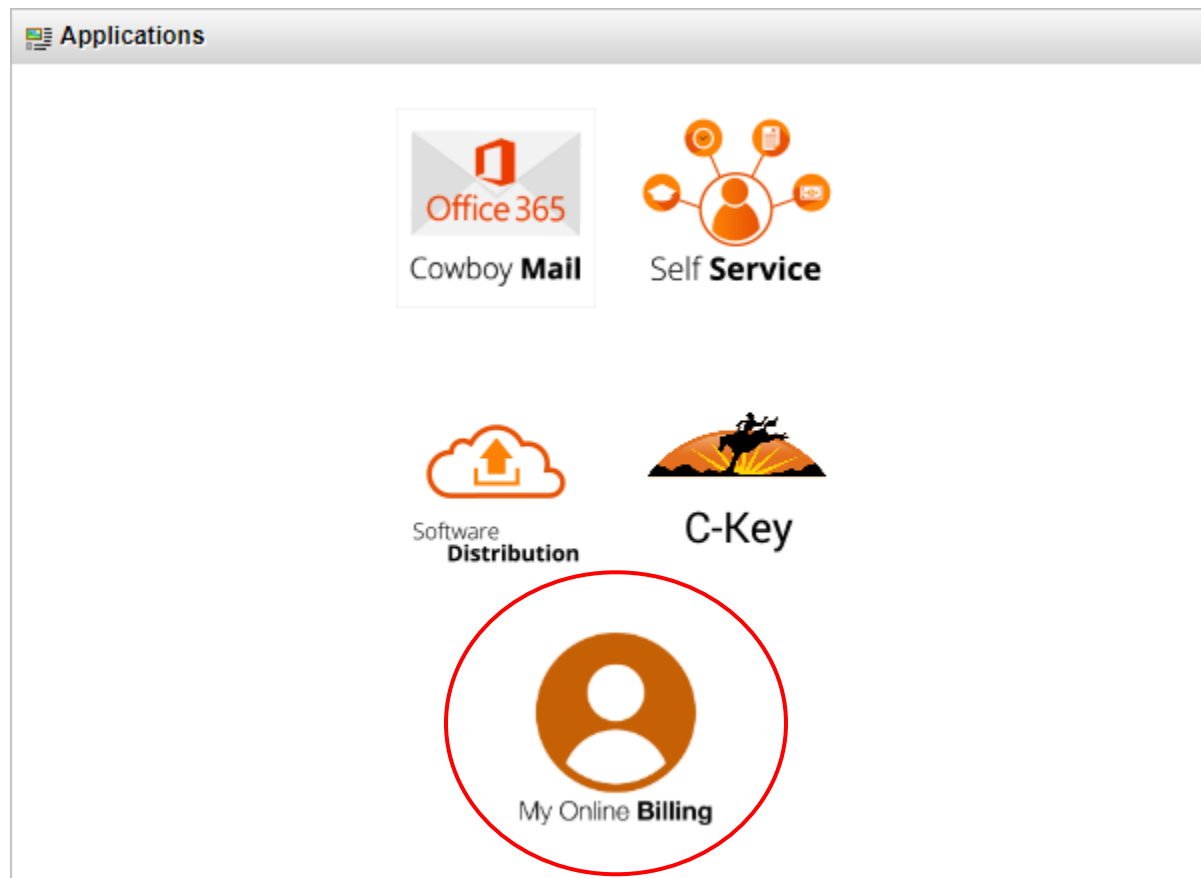


The pages below include visual content to assist you in completing the process to set up direct deposit information for disbursement refunds.

Please **READ CAREFULLY** to avoid mistakes.

Go to my.connorsstate.edu and log on using your **Connors C-Key** login information.

You should see the below screen after doing so. Select ‘My Online Billing.’



A new browser window should open and display a similar screen as shown below.

Select 'Electronic Refunds.'




Announcement

Welcome to your Student Account Center! Here you can view your bill, enroll in a semester monthly payment plan, view your bursar account activity as well as make payments and store payment profiles. Complete the plan enrollment PRIOR to making a payment. In addition, you can set up others such as your parents or guardians to access your payment option plan information and make payments on your account.

Visit the [CSC Bursar Office](#) website for information regarding:

- College costs
- Fee descriptions
- Refund policies
- Payment and collection policies
- And more!

 To sign up for direct deposit of your refunds, complete your setup in the [Refund Account Setup](#) page.

Student Account

ID: xxxxx6597

Balance

\$3,063.40

[View Activity](#)

[Make Payment](#)


Statements


Your latest eBill Statement
(9/4/19) Statement : \$983.40


[View Statements](#)


My Profile Setup

 Authorized Users

 Personal Profile

 Payment Profile

 Consents and Agreements

 **Electronic Refunds**

 Auto Bill Pay

Your screen should look like the below screen. You'll now select 'Set Up Account.'

eRefunds

eRefunds puts money in your account... FAST!

No more trips to the bank or waiting for a paper check. Direct Deposit is the secure and convenient way to get your refund.

**payment made by credit card will be refunded to the last credit card used on the account

Current Refund Method

A Direct Deposit account for refunds has not been set up.

[Set Up Account](#)

Refund History for Nella J. Worthan

You have no past refunds.

The following pop-up window should appear with blank fields for you to complete. Please read the instructions **CAREFULLY** and fill in **all** required fields. Select 'Continue' when finished.

Set Up Refund Account

Account Information

*** Indicates required fields**

You can use any personal checking or savings account. Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or travelers checks.

Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

*Account type:

*Routing number:
(Example)

*Bank account number:

*Confirm account number:

Billing Information

*Name on account:

Check here for an international address

*Billing address:

Billing address line two:

*City:

*State/Province:

*Postal Code:

*Save payment method as:
(example My Checking)

Review your entered information, select 'I Agree', and then select 'Continue.'

Set Up Refund Account

I hereby authorize **Connors State College** to initiate debit or credit entries to my Depository according to the terms below, and for my Depository to debit or credit the same to such account. In the event that this electronic payment is returned unpaid for any reason, I understand that a **\$20.00** return fee will be added to my student account.

Name: [REDACTED]

Address: [REDACTED]

Depository: [REDACTED]

Routing Number: [REDACTED]

Account Number: [REDACTED]

This agreement is dated 9/11/19 4:08:34 PM CDT.

For fraud detection purposes, your internet address has been logged: 164.58.177.23 at 9/11/19 4:08:34 PM CDT

Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both Federal and State laws of the United States. Violators will be prosecuted to the fullest extent of the law.

To revoke this authorization agreement you must contact: **cscbursar@okstate.edu**

Print and retain a copy of this agreement.

Please check the box below to agree to the terms and continue.

I Agree


The name of your bank/financial institution should appear within the ‘Current Refund Method’ box.

eRefunds

eRefunds puts money in your account... FAST!

No more trips to the bank or waiting for a paper check. Direct Deposit is the secure and convenient way to get your refund.

**payment made by credit card will be refunded to the last credit card used on the account

Current Refund Method	
Arvest - xxxxxx [REDACTED]	

Refund History for [REDACTED]	
You have no past refunds.	

Your direct deposit set up is now complete! You will receive an email from your Connors email account for confirmation.

Please contact the Bursar Office should you have further questions concerning your Billing Statement and/or direct deposit.

Warner Offices – 918.463.6273 | Muskogee Offices – 918.684.5401

cscbursar@connorsstate.edu