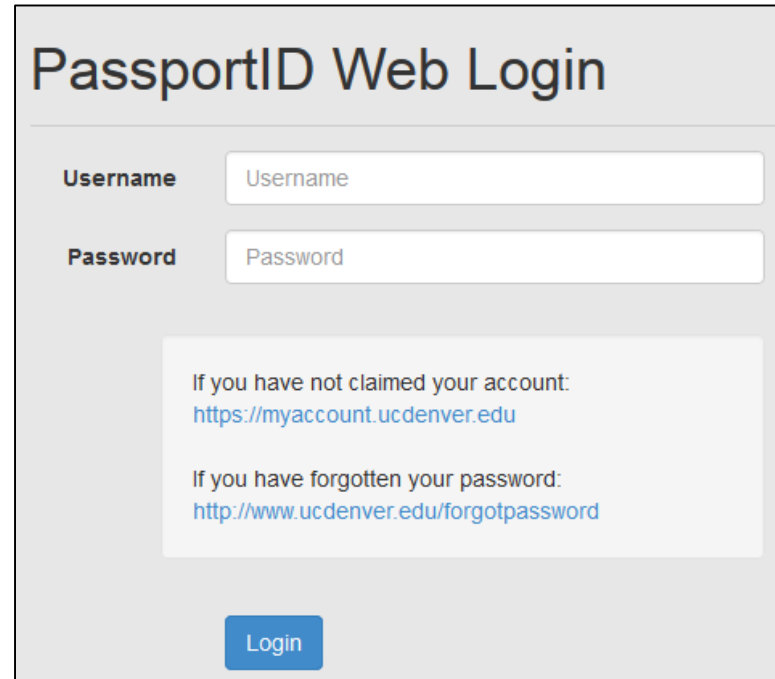


How to set up direct deposit of tuition and fee refunds



The screenshot shows a web login interface titled "PassportID Web Login". It features two input fields: "Username" and "Password". Below these fields is a light gray box containing two links: "If you have not claimed your account: <https://myaccount.ucdenver.edu>" and "If you have forgotten your password: <http://www.ucdenver.edu/forgotpassword>". At the bottom of the form is a blue "Login" button.

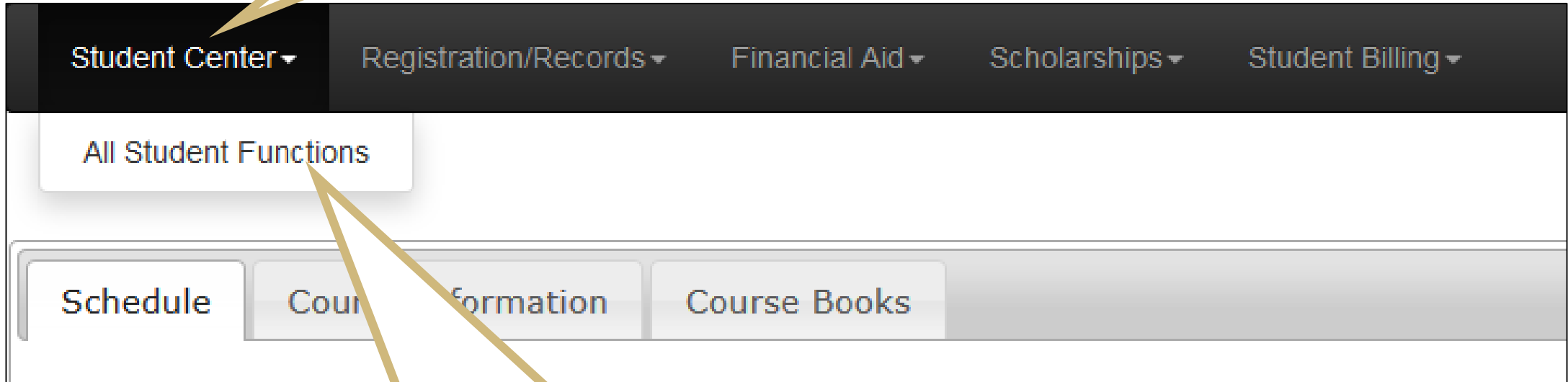
Log in to **UCDAccess**, <https://passport.ucdenver.edu/login.php>.



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Select Student Center menu



Select All Student Functions



How to set up direct deposit

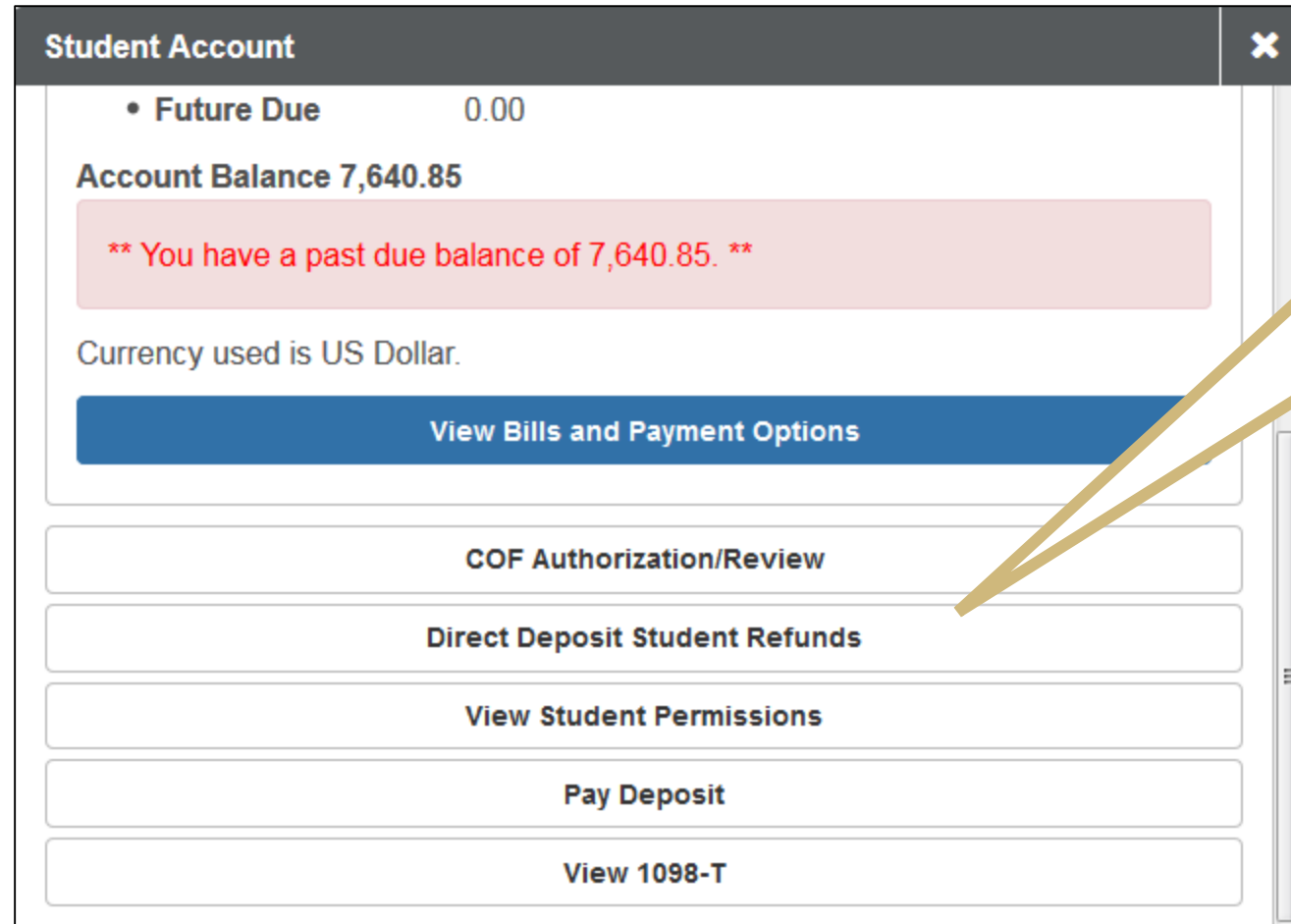
Select Student Account

The screenshot shows a 'Student Center' dashboard with a grid of icons. A callout box with a gold border and pointer highlights the 'Student Account' icon, which is a banknote with the number '1'. The dashboard includes the following icons and labels:

- Academics (graduation cap icon)
- Admissions (classical building icon)
- Advisor (speech bubbles icon)
- Class Search (magnifying glass icon)
- Student Account (banknote icon with '1')
- Financial Aid (dollar sign icon)
- Register for Classes (add/drop) (calendar with checkmark icon)
- Profile (person silhouette icon)
- Tasks - Holds (padlock icon with a red '1' notification bubble)
- Tasks - To Do's (list icon)



How to set up direct deposit



Student Account [X]

- **Future Due** 0.00

Account Balance 7,640.85

**** You have a past due balance of 7,640.85. ****

Currency used is US Dollar.

[View Bills and Payment Options](#)

[COF Authorization/Review](#)

[Direct Deposit Student Refunds](#)

[View Student Permissions](#)

[Pay Deposit](#)

[View 1098-T](#)

Scroll down and
select Direct
Deposit Student
Refunds



How to set up direct deposit

Account Services > Direct Deposit

Menu

1 STEP 1 2 STEP 2 3 STEP 3

I hereby authorize the University of Colorado to :

1. Deposit credit balances from my tuition and fee account via electronic transfer of funds to my account at the financial institution that I designate.
2. Credit my checking or savings account with these funds.
3. Initiate, if necessary, debit entries and adjustment for any credit entries in error to my account.

I understand that:

1. Once I have signed up for direct deposit, any future credit balance will automatically be deposited in my financial institution account. For degree-seeking students at the Boulder campus, this includes the required enrollment deposit (less any outstanding charges) which will be deposited approximately 4-6 weeks after graduation or separation.
2. This direct deposit authorization does NOT authorize the university to withdraw money from my account for tuition and fee charges.
3. The deposit will show on my financial institution account approximately two to three business days after the credit appears on my university tuition and fee account.
4. I should contact my financial institution to verify receipt of funds.
5. I acknowledge that the origination of direct deposit transaction to my account must comply with the provisions of U.S. law. I also understand that I cannot cancel this authorization through any parties, including my financial institution, but must cancel this authorization by deleting my account using the following pages, or contacting my campus Bursar's Office in writing or email.
6. Refunds reflect current activity on each campus's bursar account. I realize I may be assessed future charges if I change my schedule, enroll in a waitlisted class, or receive a financial aid adjustment. If I am enrolled at more than one campus, I understand I may have a separate bill that may still need to be paid.

Please print this page for your records


CANCEL NEXT

Read the terms
and click Next to
accept



How to set up direct deposit

Account Services > Direct Deposit

 Menu

1 STEP 1 2 STEP 2 3 STEP 3 4 STEP 4

Bank Account Details

Account Type

Routing Number

Bank Account Number

Confirm Account Number

Do not use your debit card number. Contact your bank if you do not know your associated account number. Do not include special characters.



CANCEL PREVIOUS NEXT

Enter your bank information and click Next



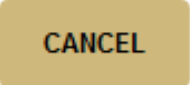
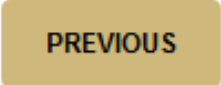
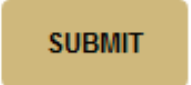
How to set up direct deposit

Account Services > Direct Deposit

  Menu

1 STEP 1 2 STEP 2 3 STEP 3 4 STEP 4

Bank Account Type	Checking
Bank Name	WELLS FARGO BANK NA
Routing Number	102000076
Bank Account Number	*****6789

Review the information and click Submit

The process is now complete.



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