

# How to Receive your Refund



# Log onto myWings; select “View & Pay My Bill”



**My UNF Bill** □ ▲ ✕

- **View & Pay My Bill**
- [View & Pay My Bill \[ via Mobile Device \]](#)  
*For first time payments, please use the first "Pay & View My Bills" link before using the mobile site link.*
- [Parking Account](#)
- [Financial Aid Authorization](#)

**Financial Aid Requirements** □ ▲ ✕

Aid Year 2012-2013

**My Records** □ ▲ ✕

- [ACE Advising, Tutoring and Workshops](#)
- [Application Status](#)
- [Course Schedule](#)
- [Degree Evaluation \[Program of Study\]](#)
- [My Osprey Map \[Course Sequence Guide\]](#)
- [My Financial Aid Awards](#)
- [My Sign-In History](#)
- [Scholarship Application](#)
- [Student Holds](#)
- [Student Self Service](#)

# Click the “eRefunds” tab

**UNF UNIVERSITY of NORTH FLORIDA**

My Account | Payments | Payment Plans | eBills | **eRefunds** | Account Activity | My Profiles

### Account Alerts

No alerts at this time.

### Announcements

Welcome to UNF's Student Financial Services (Cashier's Office).  
Financial aid and Florida Prepaid estimated amounts will not be available for viewing until 08/01/13.  
*Fall Tuition is due September 3, 2013 by 5:00 P.M.*  
Payments received after that time are considered late and will be assessed a \$100 late payment fee.

### My Account

#### Current Account Status

**Balance:** \$2,953.80

[Make a Payment](#) [View Account Activity](#)

#### Statements

##### eBill Statement

Your **latest bill** for Student Account was posted on 11/20/12.

|                        |                        |
|------------------------|------------------------|
| <b>Account Type:</b>   | <b>Student Account</b> |
| <b>Statement Date:</b> | 11/20/12               |
| <b>Bill Amount:</b>    | \$6.75                 |

# Click “Set up Account” (there are 2 ways to do that) and enter your bank account information:

The screenshot shows the top navigation bar with tabs for My Account, Payments, Payment Plans, eBills, eDeposits, and eRefunds. Below this is a header for 'eRefunds'. A promotional graphic features a green arrow and the text 'eRefunds puts money in your account...FAST!'. Below the graphic is a table titled 'Direct Deposit Bank Account' with one row: 'Account Description' containing 'No account has been set up.' and 'Actions' containing a blue 'Set up Account' link. Two red arrows with circular callouts '1' and '2' point to the 'Set up Account' link in the graphic and the table, respectively.

**The system will validate the bank’s routing number; it does not validate your bank account number.**

Account Information

*\*Indicates required fields*

*Personal accounts only. No corporate accounts, i.e. credit cards, home equity, traveler's checks, etc.*

\*Account type:

\*Routing number:   
*(View example)*

\*Account number:

\*Confirm account number:

\*Name on account:

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\*Save payment method as:   
*(e.g. Primary Checking)*

NOTE: Verify your bank account numbers with your bank before entering

**This page displays each time that you make an online payment or set-up a new refund account. It states that if the check payment is rejected by your bank, you will incur additional charges. You will not be charged to set up or receive refunds to this account.**

My A

I hereby authorize **University of North Florida** to initiate recurring 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 "Insufficient Funds", I understand **\$40.00** I will be charged a processing fee based on the amount of the payment.

N: Your Name  
Ac

□ Depository: Your Bank's Name  
Dt Routing Number: 9 digit number  
P.  
JA Account Number: XXXXX (last 4 digit of your bank number)  
Rt  
Ac

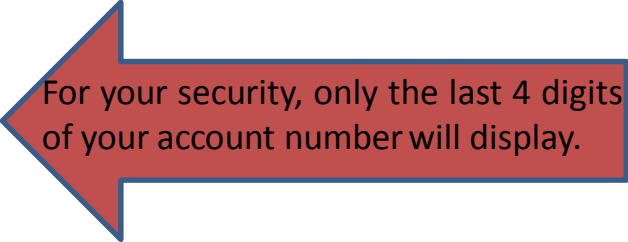
This agreement is dated Monday, June 4, 2012.  
For fraud detection purposes, your internet address has been logged: 139.62.125.158 at 6/4/12 11:27:22 AM CDT  
**Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both federal and state laws of the United States. Violators will be prosecuted to the fullest extent of the law.**  
To revoke this authorization agreement, delete the payment method from your saved payment methods in the "My Profiles" tab.  
Print and retain a copy of this agreement.  
Please check the box below to agree to the terms and continue.

I Agree  
[Print Agreement](#)

U.Commerce 9.0 | Bill+Payment 6.0.0  
©1997 - 2012 TouchNet Information Systems, Inc. All rights reserved. | [TouchNet Privacy Policy](#)

**TouchN**  
Secured Site


Internet | Protected M



To change your bank account information, click on the “Remove” button and re-enter the correct bank information.

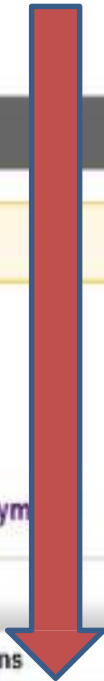
eRefunds

Your new ACH refund account has been saved.



**eRefunds puts money in your account...FAST!**  
Direct Deposit is the secure and convenient way to get your refund.  
No more trips to the bank or waiting for a paper check.  
\*\*payments made by credit card will be refunded to credit cards used for payment

| Direct Deposit Bank Account | Actions                                       |
|-----------------------------|---|
| Account Description         |   |
| Refund                      | <a href="#">Edit</a>   <a href="#">Remove</a> |



**Your Direct Deposit is set up successfully when you see the account name in eRefunds**