

Enrolling in Direct Deposit- Authorized Payers for Parent PLUS refunds

PLEASE NOTE: You will need your Parent ID Number to enroll in direct deposit. In order to receive this number, you'll need to contact the Office of Financial Aid at 716-645-8232.

1. After logging into QuikPAY through the Authorized Payer website <https://quikpayasp.com/buffalo/studentaccounts/authorized.do>, click on Direct Deposit.

The screenshot shows the University at Buffalo QuikPAY website. At the top, there is a dark blue header with the University at Buffalo logo and the text "University at Buffalo The State University of New York". Below the header, the page title "Payment Options" is displayed. A navigation bar contains links for "Privacy Policy", "Contact Us", and "Log Off". On the left side, there is a vertical menu with the following items: "Message Board", "Change Password", "Payment Profiles", "User Preferences", "View Accounts", "Make Payment", "Transaction History", "Direct Deposit" (circled in red), "Payment Plan", and "Messages". The main content area is titled "Message Board" and contains the following text:

Because your account was set up by a student and not by you, special measures must be taken to ensure your security and privacy.

First, did you change your password the first time you logged in? This is a critical security measure. Since a student created your default password, the system should have prompted you to change your password the first time you logged in. If this didn't happen, you should immediately change your password by clicking "Change Password" on the menu.

Second, have you confirmed your email address? In the event that you lose your password, a student can request that the system send a temporary password to your primary email address. This makes it imperative that your personal email address is stored in our system.

By ensuring that you have selected a secure and secret password and have confirmed your email address, you can safely use all of the features of this site, including storing payment profiles online, with confidence that you are the only person who will have access to the information. Please choose from the list of options located in the column to the left.

If you choose to enroll in a payment plan, there are resources to assist you in estimating your payment plan amount:

- Tuition and Fees: <http://studentaccounts.buffalo.edu/tuition/index.php>
- Medical Insurance: <http://healthinsurance.buffalo.edu>
- Meal Plans: <http://www.myubcard.com/dining/mealplans>
- Housing: <http://www.student-affairs.buffalo.edu/housing/future rates.php>
- Financial Aid Award: Your student can view this through MyUB/HUB Student Center

2. Enter your Parent ID Number and click Continue.

Payment Options

- Message Board
- Change Password
- Payment Profiles
- User Preferences
- View Accounts
- Make Payment
- Transaction History
- Direct Deposit**
- Payment Plan
- Messages

Direct Deposit Enrollment

Get your Parent PLUS Refunds faster by signing up for Direct Deposit. Direct Deposit has its advantages...

- Convenience... no waiting on the mail or in line to cash or deposit your refund check.
- Quick access... the funds are generally available within a few days after the date of the refund.
- Security...prevents check loss or theft.

You need to provide us with your Parent ID number in order to enroll. Please contact the Office of Financial Aid at 716-645-8232 for this information.

Click "Continue" to enroll now in Direct Deposit!


You are responsible for updating the bank information when you change bank accounts. You are also responsible for deactivating the Direct Deposit account if you no longer want your refunds processed electronically or you have closed the bank account.

Parent ID

Continue

3. Enter your banking information. You may choose to have your funds deposited into a U.S. Checking or Savings account. You may also save the information for future use (if you're going to be using this for payments) by completing the Profile Information. Click Continue when you have finished.

***You do not need to enter your direct deposit information every time you are issued a refund. The information will be saved for you.

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Enter Direct Deposit Info

Please provide us with your banking information. You may have your Direct Deposit go to either your checking or savings account. Be sure to enter your account number correctly. For help on finding your account number, click the "?" next to the account number field.

Account Information
Holder's Name:
Account Type:
Routing Number: ?
Account Number: ?
Reenter Account Number:

To save your account information for future use, enter a profile name and click the checkbox.

Profile Information ?
Profile Name: Save Profile

4. Reenter your account number and click Continue.

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Reenter Account Number

Please verify your account number by reentering it.

Account Number:

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5. Confirm that your information is correct. You'll need to check the agreement box and then click Confirm. If you need to edit your banking information, click on Edit Banking Info.

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Is this Direct Deposit information correct?

Please confirm your direct deposit information. Read and agree to the terms and conditions below.

Account Information

Holder's Name:
Account Type: CHECKING
Routing Number: 0710
Account Number: *****

I hereby authorize and request the University, until this authorization is revoked as described below, to transfer the full amount of Student Account refunds, after deductions for tuition, fees and other charges due to the University, to the financial institution for deposit to my account as indicated.

If any action taken by me, without adequate notification to the Student Accounts Office, results in non-acceptance of the transfer by my financial institution, I understand that the University assumes no responsibility for processing replacement financial aid until the funds are returned to the University by my financial institution.


I acknowledge that I am responsible for repayment if I receive money I am not entitled to.

That if funds are deposited into my bank account in error, the University, has five business days to reverse an erroneous entry under Section 2.9 of the NACHA Operating Rules.

I agree to the terms and conditions. (ALT+1)

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6. You will receive a direct deposit enrollment receipt once you're enrolled.


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Direct Deposit Enrollment Receipt

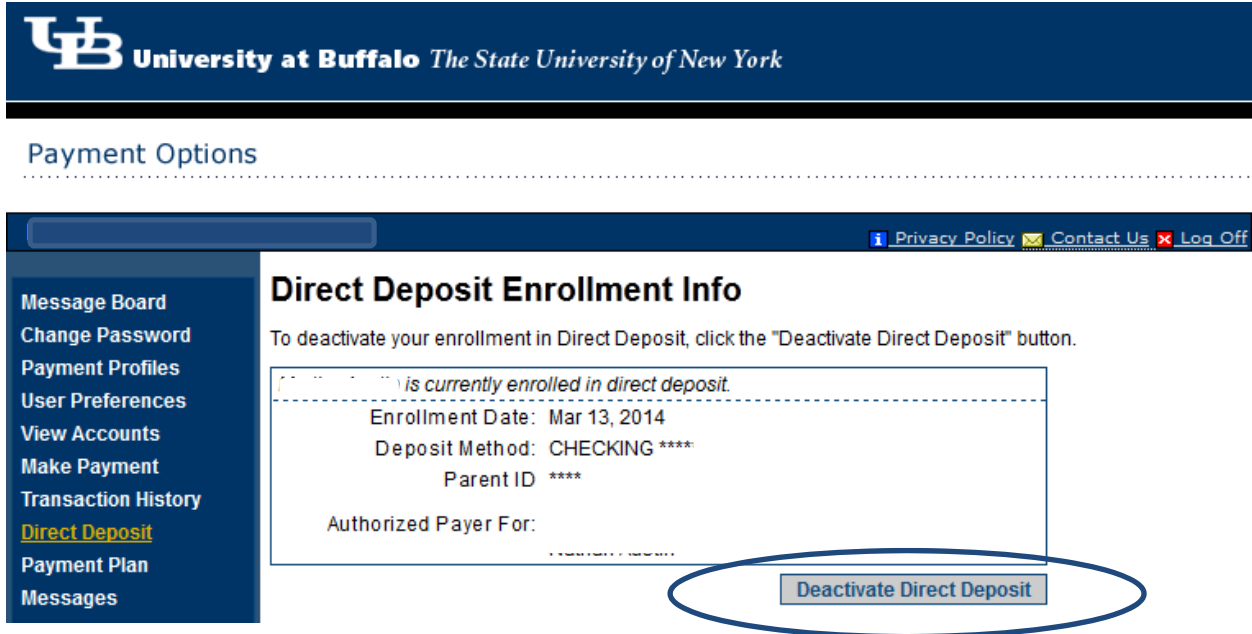
 [Print](#)

..... has been successfully enrolled in direct deposit.

Enrollment Date: Mar 13, 2014
Deposit Method: CHECKING ****
Parent ID ****
Authorized Payer For:

***If there is a need to delete your direct deposit information or update it, you will need to deactivate the direct deposit and start over.

1. Click on Direct Deposit and Click on Deactivate Direct Deposit



2. Click OK if you are sure you want to deactivate your direct deposit

