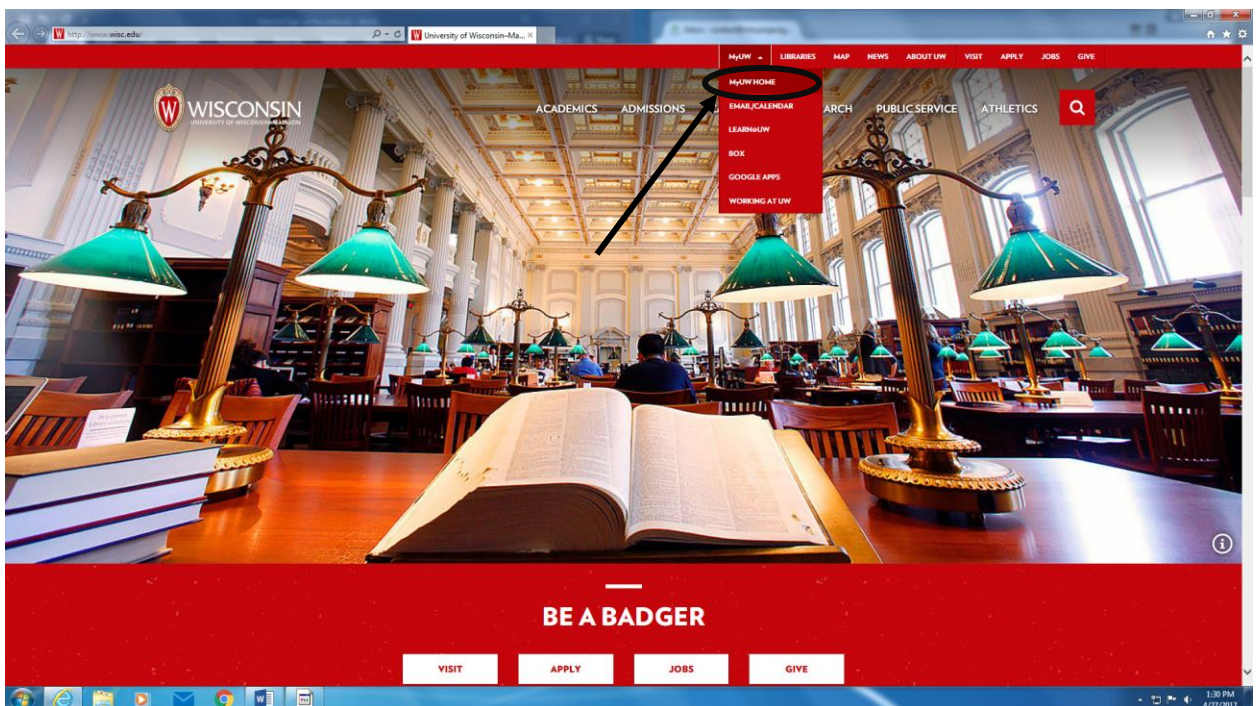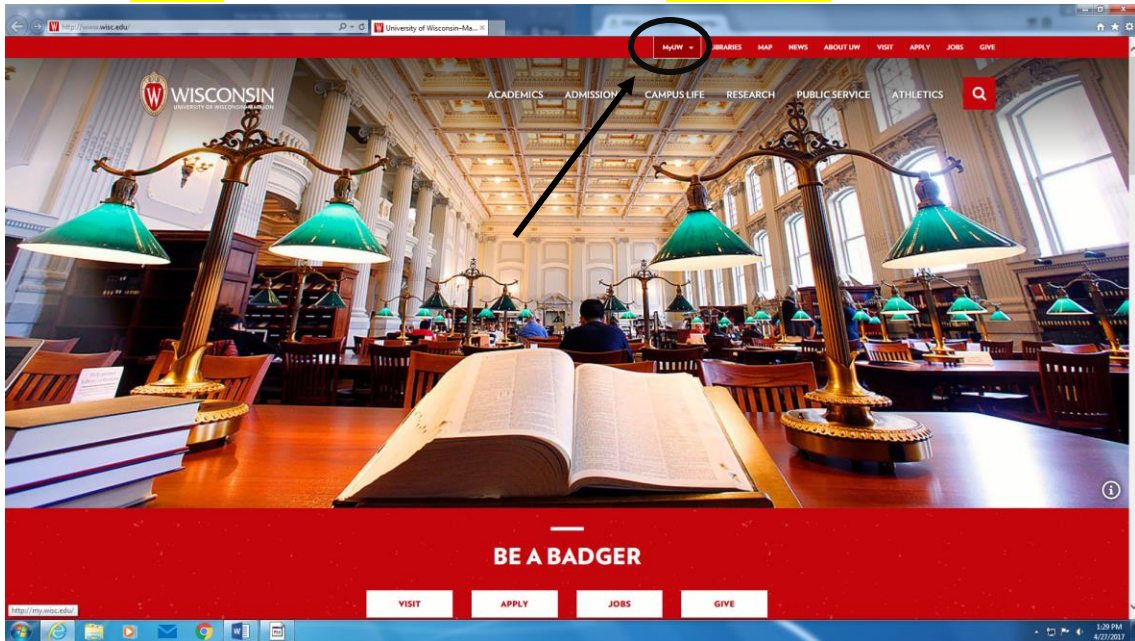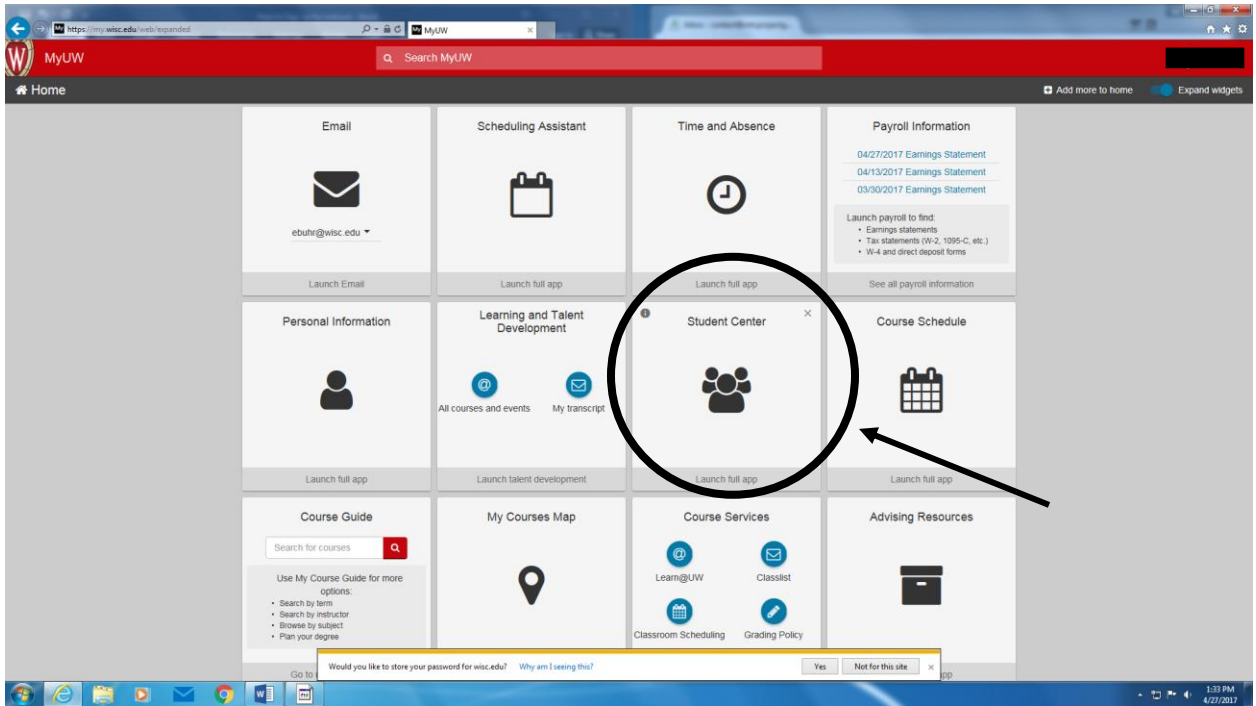# How to Sign up for eRefund
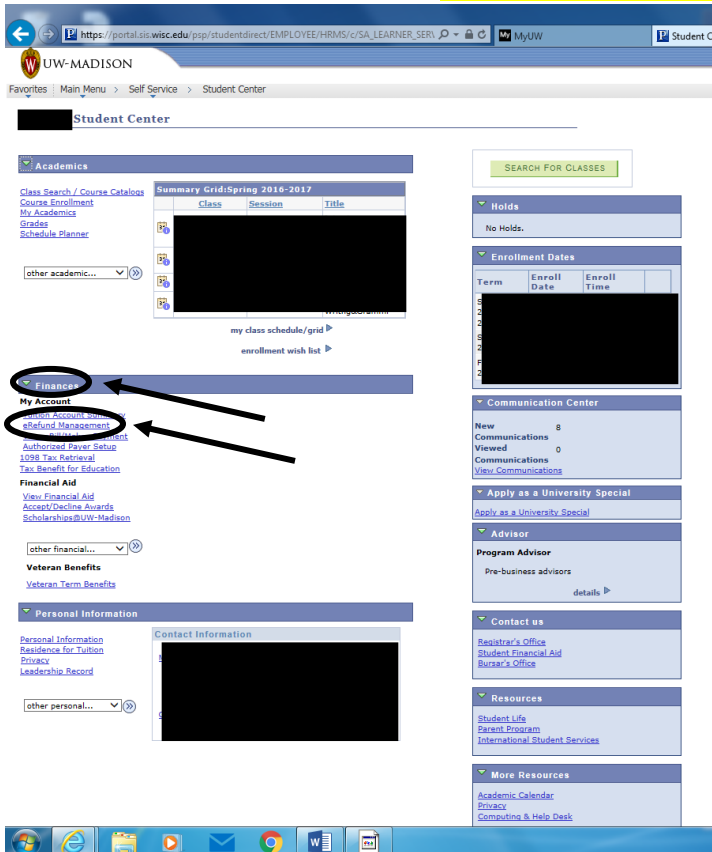
DO NOT SEARCH EREFUND IN THE SEARCH BAR. FOLLOW THESE STEPS

1. Visit the www.wisc.edu page.
2. Along the top of the webpage, there are multiple drop-down menus. Click on the drop-down that says "**MyUW.**" Click on the first option that says, "**MyUW Home**."

3. Type in your Net ID and password. You will be brought to a screen with multiple panels you can click on. Click on the one that says, "**Student Center**" (it might not be in the same exact place that this photo displays; you may need to scroll down.).

4. Once you are in the Student Center, look for the drop down that says "**Finances.**" Beneath that drop down, there is a link that says "**eRefund Management**." Click that link.

5. On the next page you are navigated to, click the box that says, "**eRefund.**" You will be navigated to a new window.

6. In the new window, titled "Tuition eBill/ePayment Site", there is a box that says "Your **eRefund Status.**" Inside that box, click "**Enroll in eRefund.**" (Note that your screen will say something a little different, because you will not be enrolled. If you are enrolled, it will mirror what you see below.)

7. Enter your bank account information and complete the enrolling process. **Double check that you are enrolled in eRefund by re-checking your enrollment status** (mentioned in previous step). **You should be looking for a confirmation email shortly after you enroll.**