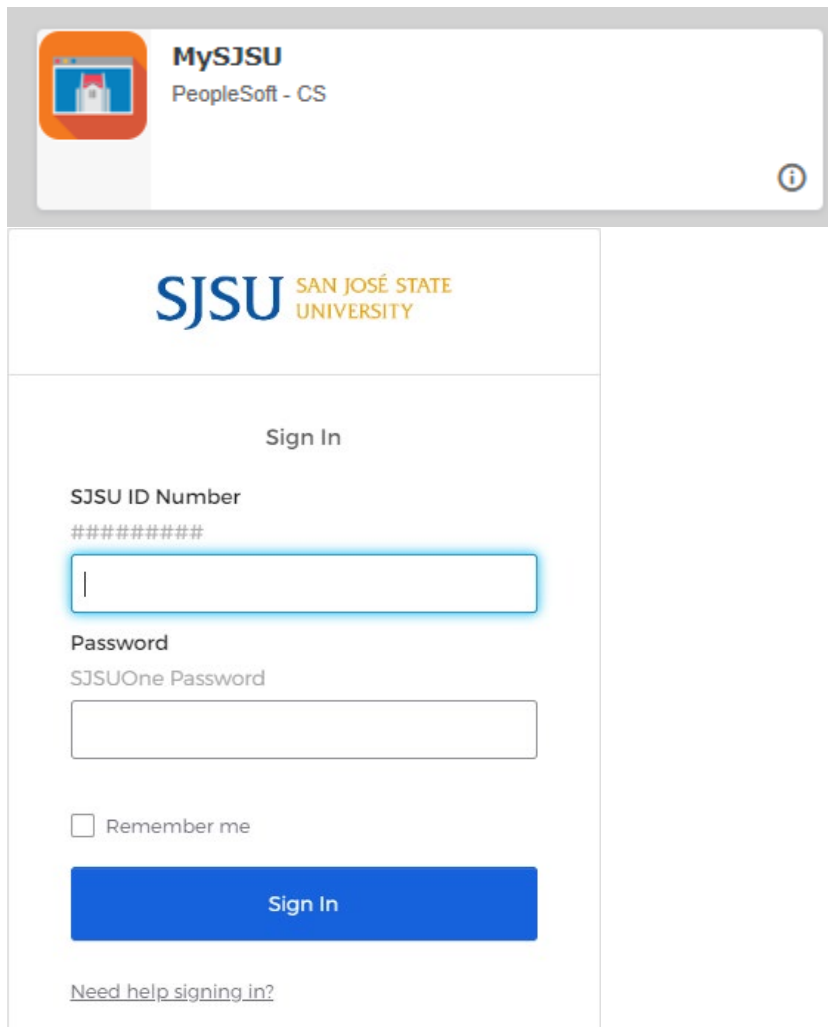


One Washington Square,
San José, CA 95192-0138

Overview

Direct Deposit (eRefunds) is the fastest and most secure way to receive a refund. It allows your funds to be directly deposited into your account and prevents the possibility of your check being lost or delayed in the mail.

1. Navigate to <https://one.sjsu.edu/> , click on the MySJSU tile and log in.



MySJSU
PeopleSoft - CS

SJSU SAN JOSÉ STATE UNIVERSITY

Sign In

SJSU ID Number
#####

Password
SJSUOne Password

☐ Remember me

Sign In

[Need help signing in?](#)

2. On your Student Center Homepage, scroll down to the Finances Section in the center, click Enroll in Direct Deposit.

The screenshot shows the SJSU Student Center Homepage. At the top, there is a navigation bar with a back arrow and the text 'SJSU Student Center Homepage' on the left, and 'Student Center' on the right. Below the navigation bar, the page is divided into several sections. On the left, there is a 'View My Messages' section with a message stating 'You have no new messages.' and a link to 'View Messages'. Below this is an 'Academics' section with links for 'Search', 'Plan', 'Enroll', 'My Academics', 'Enroll in CSU Fully Online', and 'MyScheduler'. A message box states 'You are not enrolled in classes.' with an 'Enrollment Shopping Cart' link. Below the Academics section is a dropdown for 'Other Academic Information' and a link to 'Order Official Transcript'. The 'Finances' section is highlighted with a red box, and a red arrow points to the 'Enroll in Direct Deposit' link under the 'My Account' sub-section. The 'Financial Aid' sub-section has links for 'View Financial Aid' and 'Accept/Decline Awards'. A message box states 'You have no outstanding charges at this time.' Below the Finances section is a dropdown for 'Other Finance Information'. On the right side of the page, there are several sections: 'Search for Classes', 'Holds' (No Holds), 'Other Indicators' (Electronic Refund Indicator, 1st Semester Advising Complete, Details), 'To Do List' (HS-Transcript-1st term Senior SAT or ACT Scores, Final High School Transcript, More), 'Enrollment Dates' (Open Enrollment Dates), and 'General Information' (Admissions, Office of the Registrar, Coll of Profess@lobal Educ).

3. Enter your information
 - a. Acct Type: Checking or Savings
 - b. Routing Number: the Routing Number associated with the acct
 - c. Account Number
 - d. Confirm Account Number: enter this again to confirm it is correct
 - e. Click the checkbox if you agree to the terms
 - f. Click Submit when finished
 - g. Optional: Hide Account Information: will only display last 4 digits
 - h. Optional: Withdrawal From Direct Deposit, your refunds will go back to Paper Check, Credit Cards will still be refunded back on the Credit Card used in original transaction.

Enroll In Direct Deposit

- a. Account Type: ☒ Checking ☐ Savings [Withdraw From Direct Deposit](#) h.
- b. Routing Number: [What are my Routing and Account Numbers?](#)
- c. Account Number: ☒ Hide account information g.
- d. Confirm Account Number:

Terms and Conditions

I hereby authorize in accordance with the rules and regulations of the National Automated Clearinghouse Association ("NACHA") San Jose State University to credit any reimbursements due to me via automated clearinghouse electronic fund transfer ("ACH") to the bank and bank account owned by me referenced above. This authorization will remain in effect until cancelled in writing. A new authorization must be completed if I change my bank account, close my bank account, or change financial institutions.

Note: I understand that SJSU requires ten (10) business days to set up this initial authorization and two (2) business days for funds to become available following an ACH electronic funds transfer.

- e. ☐ I acknowledge that I have read and agree to the above Terms and Conditions.

[Cancel](#)

f.

[Submit](#)

 [»](#)

For additional assistance, please [Contact Us](https://www.sjsu.edu/bursar/how-we-can-help/contact-us.php) (https://www.sjsu.edu/bursar/how-we-can-help/contact-us.php).