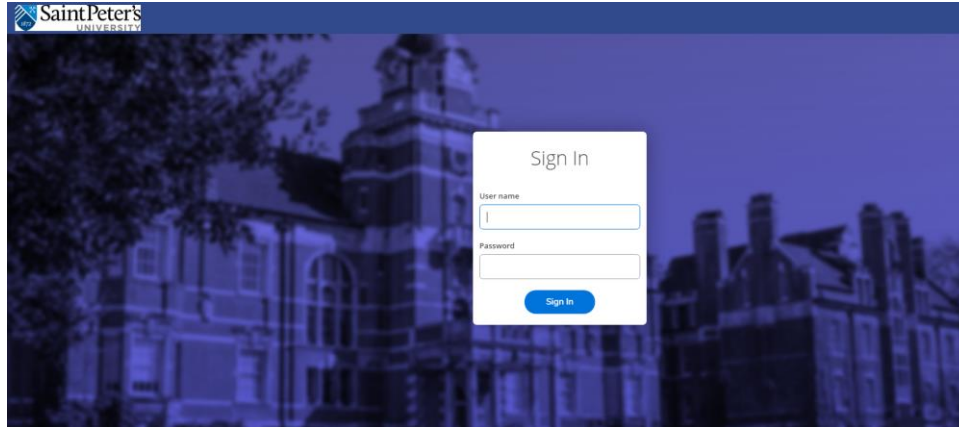


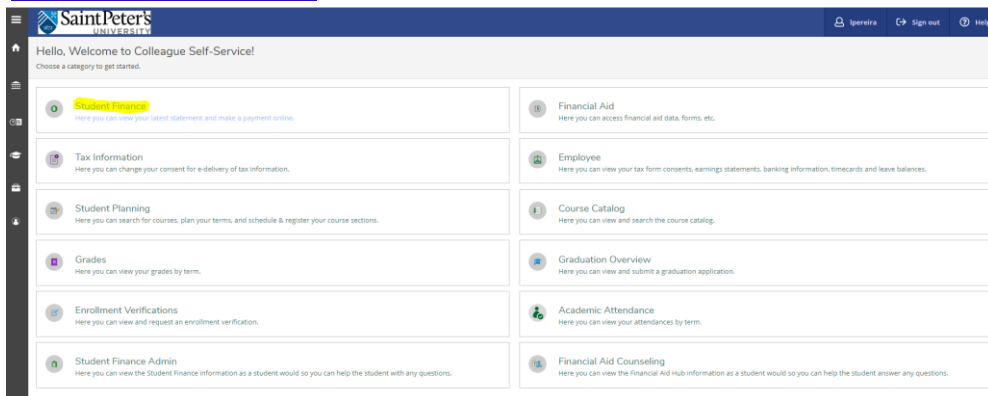


Electronic Refund Profile Set Up

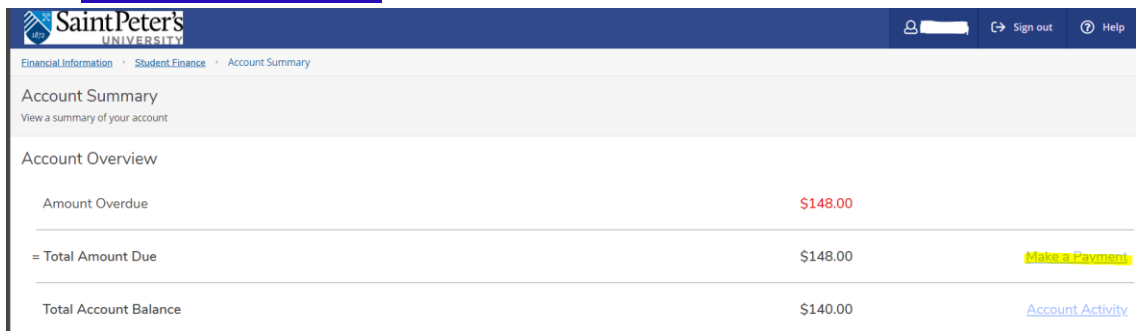
1. Log in to SPIRIT Online self-service: <https://selfsvc.saintpeters.edu/Student/Finance> with username (not your campus email address) and password.



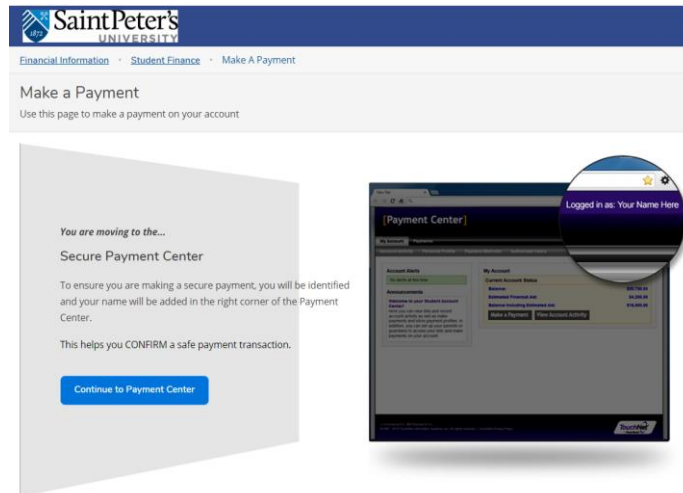
2. Select **STUDENT FINANCE**.



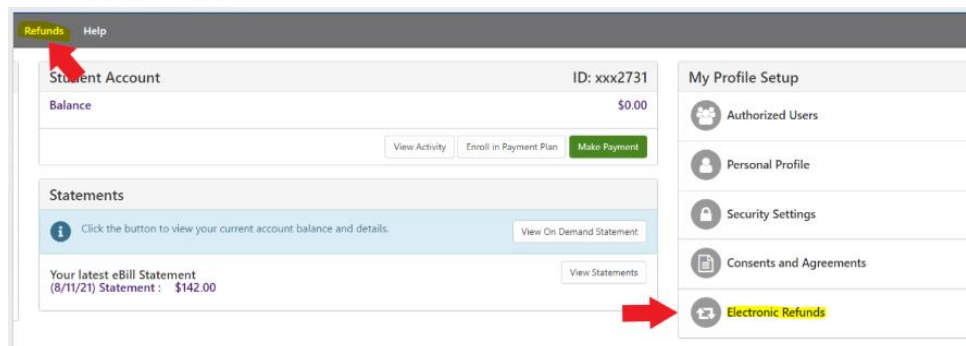
3. Select **MAKE A PAYMENT**.



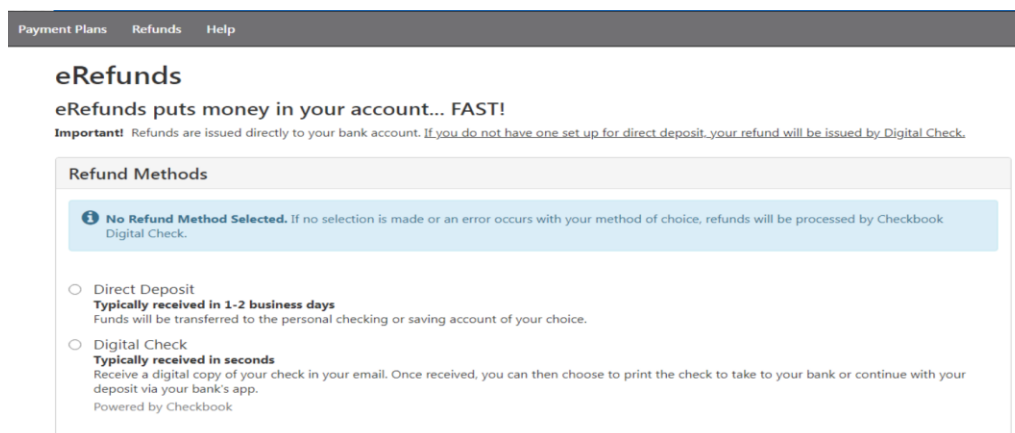
4. Click on **CONTINUE TO PAYMENT CENTER**.



- Once securely in the Student Payment Center click [ELECTRONIC REFUNDS](#) on the right side of the screen or [REFUNDS](#) top ribbon of the center.



- Electronic refund method available is **Direct Deposit** to a valid US personal bank account.



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