Authorization for Direct Deposit of Refunds.

1- Log in to "myTSU"
2- Select “Banner Services” tab.
3- Select “Student” tab.
4- Select the “Student Account” link.
5- Select “Refund Account Information” link.

6- Enter your new banking information:

The Routing Number is 9 digits located in the bottom left hand corner of your check.

The Checking Account Number will be located in the bottom center of your check.

Example:
Once the information has been entered, Click “Update Bank Account Information”.

Verify your banking information and click AGAIN on “Update Bank Account information”.

You will receive a confirmation message stating that your banking information successfully updated.

Check your direct deposit information before the beginning of each term to ensure it reflects your updated bank information. You can update this information at any time if your banking information changed for any reason.

It’s your responsibility to keep this information accurate at all time to prevent delay in your refund.