There are two methods in which you can have student refunds delivered to you:

1) You can choose to have your refund deposited directly into your checking or saving account.
2) You can choose to have your refund mailed directly to you.

It is important to understand that only you can update and maintain this information. You are responsible to complete it in a timely manner. Lost or delayed refunds due to incomplete or inadequate information will not be the responsibility of the student billing office.

The instructions for both choices are listed below, you can update as often as necessary.

**Direct Deposit:**
Log on to [https://cspndnu.nebraska.edu/cspndnu/signon.html](https://cspndnu.nebraska.edu/cspndnu/signon.html) use your UNMC net ID and password (UNMC email ID and password). Click on Student Center and scroll down to the middle of the page under the finances portion and click on My Bank Info.
On this screen, please complete the following:

Bank Routing Number, Account Number and Bank Account Type.

If you don’t know where to locate your numbers please click on the link “How Do I Find My Routing Number? This article explains what numbers you will need and where to locate them.

Once you have completed these steps, another box will appear: You must read and understand the Terms and Conditions. Once you have done this, click in the box that says you have read them and agree with the terms and conditions. Then click on Submit. The process is now complete.
Mail Refund Check
Refund checks are mailed to your **Billing Address**. You must update the system to include a billing address, to do so complete the following.

Log on to [https://csprdnu.nebraska.edu/csprdnu/signon.html](https://csprdnu.nebraska.edu/csprdnu/signon.html) use your UNMC net ID and password (UNMC email ID and password).

Click on:
- Student Center
- Campus Personal Information
- Addresses
- Add a New Address

Enter the address that you want your refund check mailed to and click “Okay”

When this screen appears, click in the Billing box and then click “Save”.

Be sure you enter all the data required with an address. Incomplete information will stop your refund from processing and may delay your refund up to ten business days.