

How to setup an eRefund (Electronic Refund) account

Log on to WaveNet, <https://wavenet.pepperdine.edu>
Click on the icon \$sign Finances

The screenshot shows the WaveNet dashboard with a left-hand navigation menu. The 'Finances' icon, which is a blue circle containing a white dollar sign, is highlighted with a red arrow. Other icons in the menu include Home, Personal Info, Academics, and Advising. The main content area displays 'To Do (1)' with a task 'Approve Financial Resp Agrmnt' due on 2/21/2019, 'Holds (2)' including 'Transcript Hold' and 'Registration Hold', and 'Popular Links' such as 'Manage Guest Access' and 'International Programs Courses'. Below this, there are tabs for 'Spring 2019' and 'Summer 2019', followed by 'Shopping Cart' (empty) and 'Enrolled Courses' (none). At the bottom, there are links for 'Class Search', 'Weekly Schedule', 'Bookstore', and 'Download Calendar'.

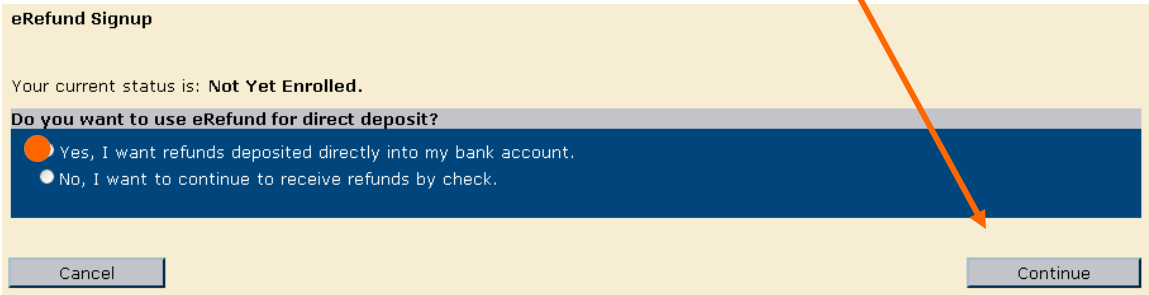
Under Account Summary click on eRefund

The screenshot shows the 'Account Summary' page. A blue button labeled 'Make A Payment Online' is in the top right. Below it is a table with the following data:

Term	Outstanding Charges	Pending Financial Aid	Total Due
Total	\$0.00	\$0.00	\$0.00

A red arrow points to the 'eRefund Account' link in the navigation bar below the table. Other links include 'Charges Due', 'Payments', 'Pending Aid', 'Payment Plan', and 'View Financial Responsibility'. Below the navigation bar is the 'Account Activity' section with filters for 'From: 08/27/2018', 'To: 02/27/2019', and 'All Terms'. A table header for 'Account Activity' is visible with columns: Posted Date, Item, Term, Charge, Payment, and Refund.

This will open a CashNet window (make sure the pop-up blocker is off). If you would like to enroll in eRefund, click the circle button next to 'Yes' and click the 'Continue' button.



eRefund Signup

Your current status is: **Not Yet Enrolled.**

Do you want to use eRefund for direct deposit?

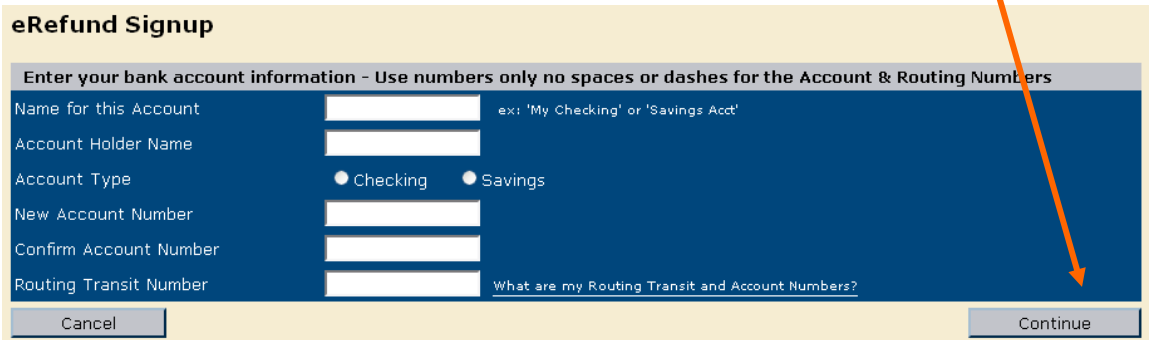
Yes, I want refunds deposited directly into my bank account.

No, I want to continue to receive refunds by check.

Cancel Continue

An orange arrow points from the top right towards the 'Continue' button.

Fill in the bank account information where refunds will be sent and click 'Continue.'
Note: The 'Name for this Account' is whatever you want to name it. The 'Account Holder Name' is the account name at the bank.



eRefund Signup

Enter your bank account information - Use numbers only no spaces or dashes for the Account & Routing Numbers

Name for this Account ex: 'My Checking' or 'Savings Acct'

Account Holder Name

Account Type Checking Savings

New Account Number

Confirm Account Number

Routing Transit Number [What are my Routing Transit and Account Numbers?](#)

Cancel Continue

An orange arrow points from the top right towards the 'Continue' button.

Review your bank information and read the Terms and Conditions. Check the box next to 'I agree,' if you agree with the Terms and Conditions, and click 'Submit.'

eRefund Signup

Please confirm the following banking information and agree to the terms below. Clicking on Submit will update your eRefund information.

Account Name: Account Holder Name: Account Type: Account Number: Routing Transit Number: Bank Name:	Your Bank Info Here
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Please read and indicate your agreement to the following terms and conditions by checking the box below.

Terms and Conditions [Printable Agreement](#)

AUTHORIZATION AGREEMENT FOR DIRECT DEPOSITS

I hereby authorize and request Pepperdine University to electronically deposit my student account refund and/or credit corrections directly in the account and financial institution indicated above. I understand that Pepperdine University is not responsible for any financial liability that may result from the

I agree to the terms outlined here

After setting up your eRefund account, you can always review, edit, add new account information, or withdraw from eRefund by clicking on the 'eRefund enrollment and maintenance' link in your Student Center.

eRefund Signup

Your current status is: **Enrolled.**

Your current eRefund account:

Name	Type	Account No	Bank Name	
My Checking Acct	Checking	XXXXXX		Edit