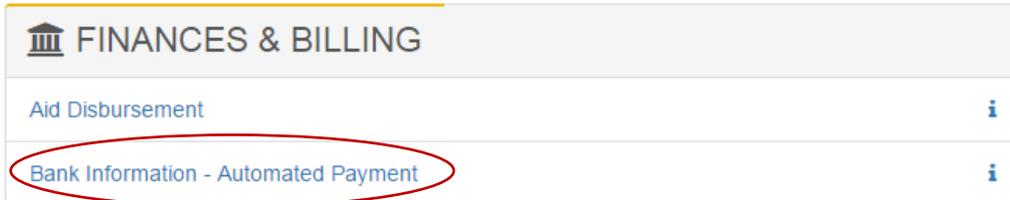


How to Add a Bank Account on MyUI

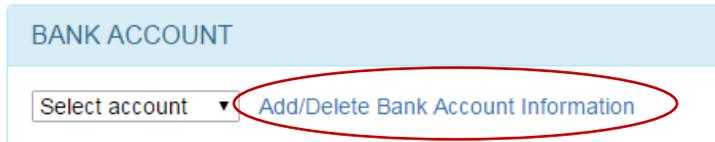
1. Navigate to <http://MyUI.uiowa.edu>
2. Login to your MyUI account using your HAWKID and password
3. Click on Financial Aid and Billing at the top of the page



4. Click on the “Bank Information – Automated Payment” link



5. Click on the “Add/Delete” Bank Account Information link



6. Select the Account Type – Checking or Savings

Enter your Bank Information

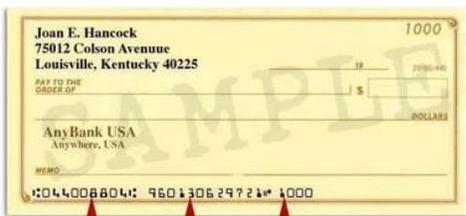
Click “Confirm new Account”

Account Type

Checking

Savings

Bank Information



routing and transit # checking account # check #

Routing/Transit Number

Account Number

This is NOT your debit card number

Verify Account Number

Account Name

Make this my refund account

Confirm new Account

7. Check box to indicate agreement
Click "Save new Account"

ACH Authorization

I hereby authorize the University of Iowa to initiate ACH credit and/or debit entries to my financial institution(s) listed above, including reversing entries to correct any erroneous transactions.

I agree to hold the University of Iowa harmless for any delay, loss of funds, or overdraft charges due to incorrect or incomplete information supplied by me or by my financial institution or due to an error on the part of my financial institution in processing the entries.

This agreement shall be effective on the next processing window and remains in force until the University receives notice of cancellation/change via submission of a new form by me or by a notification of change by my financial institution(s). Cancellation or change requests must be received by the University of Iowa at least 3 business days prior to the next payment date.

Checking this box indicates that I have read and agree to the above

Save new Account