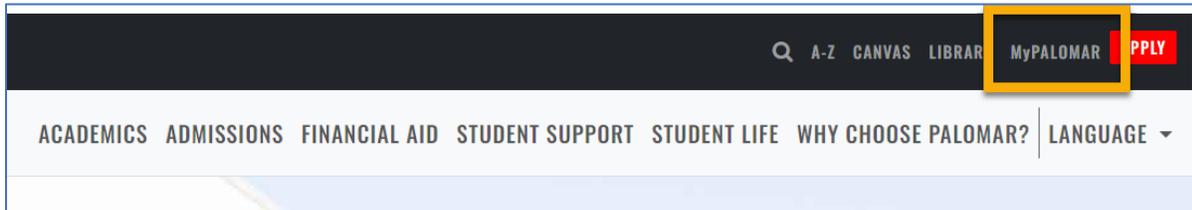


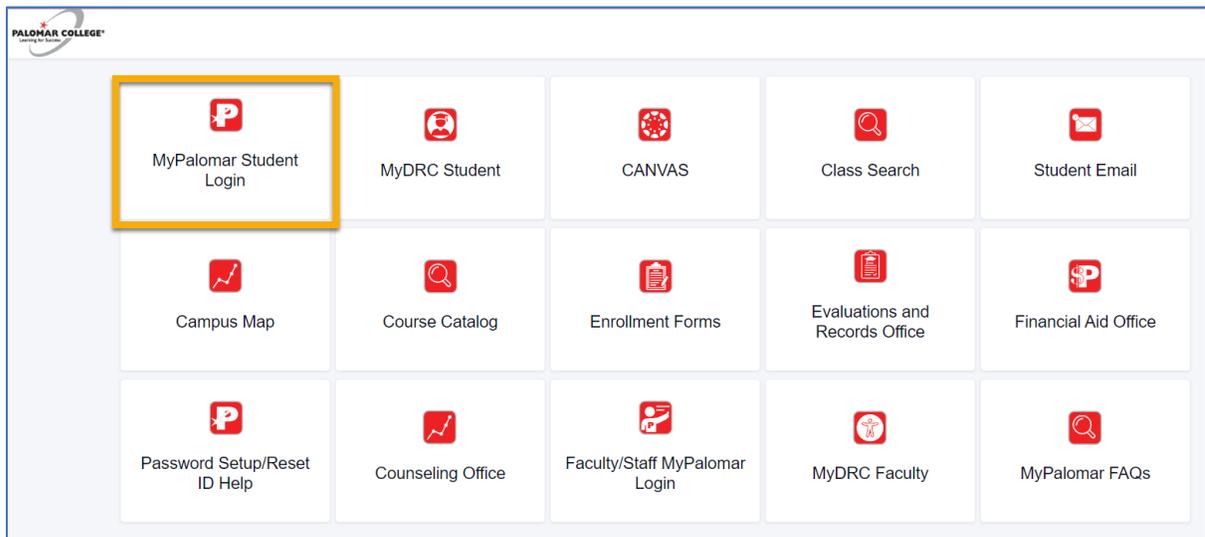
# Enrolling in Direct Deposit- Financial Aid Refunds

## Accessing the page in MyPalomar

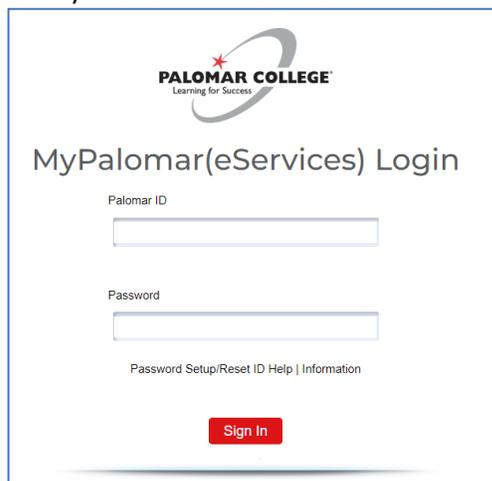
1. Navigate to Palomar.edu in your web browser.
2. Once on the Palomar website, click on “MyPalomar” in the top right corner of the page.



3. This will take you to a springboard with many options. Click on the MyPalomar Student Login in the top left corner.

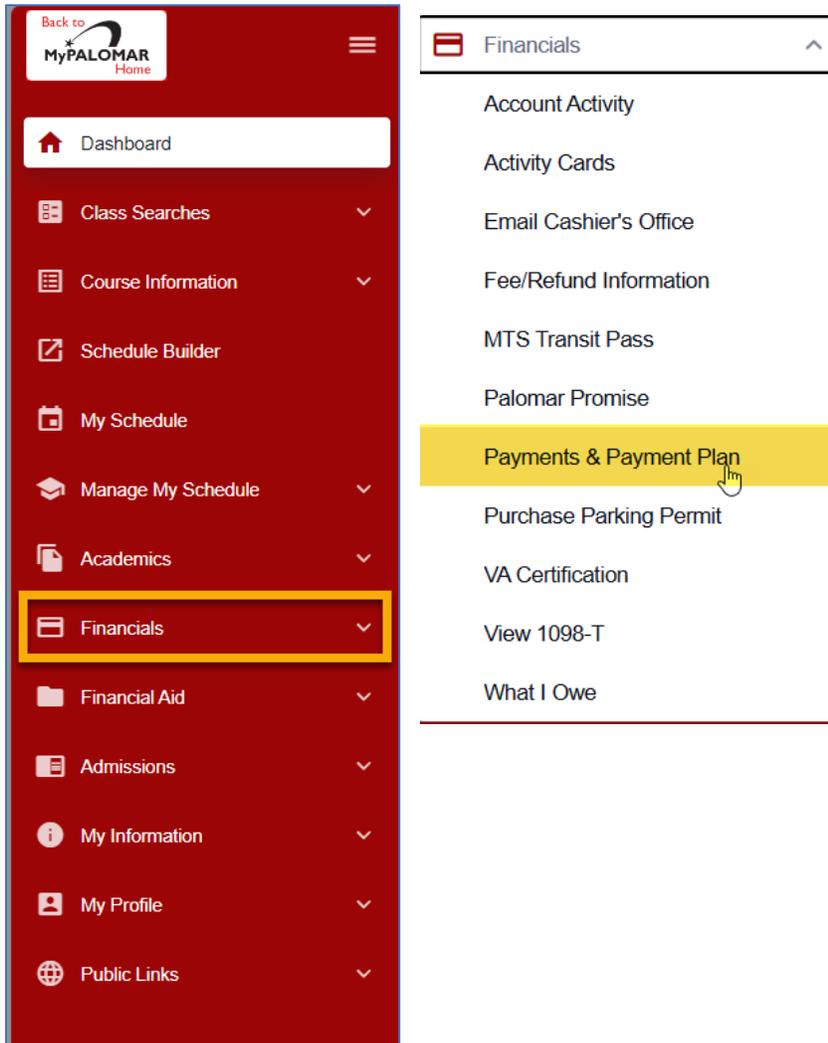


4. Enter your ID number and Password. Click Sign In.

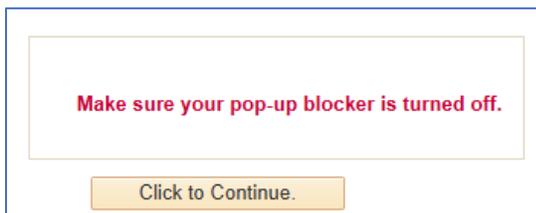
A screenshot of the MyPalomar(eServices) Login form. At the top is the Palomar College logo with the tagline 'Learning for Success'. Below the logo is the title 'MyPalomar(eServices) Login'. There are two input fields: 'Palomar ID' and 'Password'. Below the password field is a link for 'Password Setup/Reset ID Help | Information'. At the bottom is a red 'Sign In' button.

# Enrolling in Direct Deposit- Financial Aid Refunds

5. Click on the Financials Menu on the left-hand side of your dashboard. MyThen Select “Payments and Payment Plans.”



6. Make sure your pop-up blocker is turned off and “Click to Continue.” You will be redirected to Nelnet.



# Enrolling in Direct Deposit- Financial Aid Refunds

## Setting up a Nelnet Account

The first time you log into Nelnet, you will be prompted to setup an account and multi-factor authentication. If you have already done so, please skip to step 9.

7. Once you have entered the Nelnet site, you will be prompted to setup an account. Enter all of your contact information on the page.
  - a. Email #1 should be your Palomar email address. Personal email addresses can be added in Email #2.

**Palomar College** | **nelnet** | Español | Customer Service

### Create Account

**Contact Info**  
Welcome. Please take a few moments to review and complete your contact information.

**Name**

First Name\*

Preferred Name

Middle Name

Last Name\*

Suffix

**Address**

Country\*

Address Line 1\*

Address Line 2

[Add another address line](#)

City\*

State\*

Zip/Postal Code\*

Time Zone\*

**E-mail**

E-mail 1\*

E-mail 2

[Add another e-mail address](#)

All correspondence will be sent via e-mail only.  
Correspondence will be sent to all e-mails provided.

**Phone Numbers**

At least one phone number is required.

Office Phone  Ext.

Home Phone

Mobile Phone

*Applies to US residents only.*

I certify that I am the subscriber to the provided cellular or other wireless number. To stay informed and receive the best service, I authorize Nelnet and its representatives and agents to contact me regarding my account at any current and future numbers that I provide for my cellular telephone or other wireless device using automatic dialing systems, artificial or prerecorded messages, and/or SMS text messages. I understand that standard message and data rates may be charged by my service provider(s). By saving a phone number, you agree to such contact related to your account.

**Next**

8.

# Enrolling in Direct Deposit- Financial Aid Refunds

9. You will also be prompted to setup account questions. These questions will be to verify your identity should you need to call Nelnet for any reason. Once completed, click Submit.

## Create Account

Online Account Profile

Required fields are marked with a \*

### Phone Authentication

This information will be used to validate your identity when making inquiries by telephone. Choose information you will easily remember.

|                          |                      |
|--------------------------|----------------------|
| 4-Digit PIN*             | <input type="text"/> |
| Telephone ID Question 1* | <input type="text"/> |
| Question 1 Answer*       | <input type="text"/> |
| Telephone ID Question 2* | <input type="text"/> |
| Question 2 Answer*       | <input type="text"/> |

10. Once logged in, you will see your current balance with the make a payment button and you will see a “Refunds” button.

## Setting up your Direct Deposit Account

10. Click “Manage Refunds.”

Hello [Redacted]

**\$ Payment Activity** [View Details](#)

Current Balance  
**\$0.00**

**Refunds**

11. Enter your Student Information

- a. The email address in the “Student Information” section should be your Palomar Email. If you do not put your Palomar Email address, it will get replaced with your Palomar email the first time a refund is generated for you.
- b. Place your personal or home email address in the Secondary line.

# Enrolling in Direct Deposit- Financial Aid Refunds

The screenshot shows the 'Profile Information' page on the Nelnet Campus Commerce website. The page has a blue header with 'Home' and 'Return' links. Below the header, the title 'Profile Information' is displayed. A 'Welcome' message is followed by a 'Student Information' section with input fields for First Name, Last Name, ID, and Email Address. Below that is a 'Mailing Address' section with a note: 'The school has chosen to provide the address. If your address is incorrect, please update it within your MyPalomar account or contact the Palomar College Admission's Office.' There is also a 'Secondary Email' section with an input field. At the bottom, there are two green buttons: 'Save' and 'Back to Profile'.

11. On the Enroll in Refunds Page, select the bubble next to Bank Account (Direct Deposit).

The screenshot shows the 'Enroll in Refunds' page, Step 2 of 2: 'Select your refund method'. The page has a blue header with 'Home' and 'Return' links. Below the header, the title 'Enroll in Refunds' is displayed. The step title 'Step 2 of 2: Select your refund method' is followed by a paragraph: 'Refunds will be disbursed via the selected method at the time the request is received and processed. If a refund method is not selected, refunds will be delivered to you via first class mail in the form of a paper check, to the address on record with your institution.' Below this is a selection area with two radio buttons: 'Bank Account (Direct Deposit)' and 'USA Bank Account Only'. The 'Bank Account (Direct Deposit)' option is selected and highlighted with a yellow box. To the right, it says 'Funds should be received 1-2 business days from processed date'.

12. Enter your bank account information.

The screenshot shows the 'Enroll in Refunds' page, Step 2 of 2: 'Select your refund method'. The page has a blue header with 'Home' and 'Return' links. Below the header, the title 'Enroll in Refunds' is displayed. The step title 'Step 2 of 2: Select your refund method' is followed by a paragraph: 'Refunds will be disbursed via the selected method at the time the request is received and processed. If a refund method is not selected, refunds will be delivered to you via first class mail in the form of a paper check, to the address on record with your institution.' Below this is a selection area with two radio buttons: 'Bank Account (Direct Deposit)' and 'USA Bank Account Only'. The 'Bank Account (Direct Deposit)' option is selected and highlighted with a green checkmark. To the right, it says 'Funds should be received 1-2 business days from processed date'. Below this is a form with the following fields: 'Account Holder Name\*' (input field), 'Bank Name\*' (input field), 'Account Type\*' (radio buttons for 'Checking' and 'Savings', with 'Checking' selected), 'Routing Number\*' (input field with a help icon), and 'Account Number\*' (input field with a help icon). Below the form is a paragraph: 'By clicking Save, I authorize Nelnet Campus Commerce to disburse my student account refund via the method I have selected. I acknowledge that I am responsible for repayment if I receive money that I am not entitled to.' Below this is a line of text: 'EXAMPLE MESSAGE HERE'. At the bottom, there are two green buttons: 'Save' and 'Cancel'.

13. You will see that your Profile has been updated with your bank account

# Enrolling in Direct Deposit- Financial Aid Refunds

Welcome, ID:

**Refund Method** [Help](#)

✔ Refund Method Selected      Bank Account: X2345      [Edit Refund Method](#)      [Remove Refund Method](#)      [Edit Profile](#)

**Change History**

| Changed Date               | Change Made    | Changed By |
|----------------------------|----------------|------------|
| 1/31/2025 4:30:02 PM (CST) | Profile Update |            |

## Recommended- Mobile Alerts

14. To sign up for Mobile Alerts, click on the phone icon on the main page of your profile.

Welcome,

**Refund Method** [Help](#)

⚠ Not Enrolled      [Edit Refund Method](#)      [Edit Profile](#)

**Click To Manage Mobile Alerts**

15. Students can then select to confirm their identity by text or receive refund notifications by text- both are recommended.

Home Return

## Manage Mobile Alerts

**Mobile Enrollment - You Are Enrolled**

Confirm Your Identity By Text

Receive Refund Notification By Text

**10 Digit US Phone Number\***

*If you would like to unenroll in Identity Confirmation and receive information by email only, please contact customer service.*

[Save](#) [Cancel](#)

You are now enrolled in Direct Deposit!