PRINCIPIA COLLEGE

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eRefunds

The Cashier's Office will refund a credit balance on student's account after bill is satisfied.

Students should sign up for eRefund option, which is a secured direct deposit of student refund to the bank of your choice. eRefunds are available to students and parents who have taken out a Federal Parent PLUS Loan.

eRefunds (ACH) Validation Process:

Principia utilizes the *TouchNet ACH Validation Process* when a student or authorized user sets up an eRefund account. Please contact your bank to verify your bank information before setting up an eRefund profile in PrinBill. A bank account number, not a debit card number, and the bank routing number associated with the bank account will need to be entered for the eRefund profile. eRefunds cannot be sent to a debit card number in Touchnet. If your account cannot be validated, the account will not be made available for use as an eRefund account.

How to set up eRefunds?

Follow the steps below to set up your eRefunds account:

1. Login to PrinBill
2. Click on the "Tuition Statements, 1098-T Statements, & Payments" link
3. Select the Personal Profile
4. Click Payment Profile
5. Select a saved account or enter information for a new account and click "Continue" Note: Do not enter a debit card number here; *eRefunds cannot be sent using your debit card number*. Please contact your bank for assistance with locating your routing number and bank account number for ACH/direct deposit transactions.
6. Review account information and the ACH agreement
7. Select "I Agree" and click "Continue"
8. You should now see your eRefunds account listed under "Direct Deposit Bank Account"
9. Saved bank accounts can be reviewed, modified, and deleted by selecting "My Account" and "Payment Methods"

FAQ

What if I have no bank account?

If you do not have a bank account, please be sure to update your address at the Registrar's Office by completing the correct form. If you are unable to set up an eRefunds account profile because you do not have a bank account, all student account refunds will be mailed to you.

Does eRefunds Charge any fees?

No. Students do not pay any fees to use eRefunds.