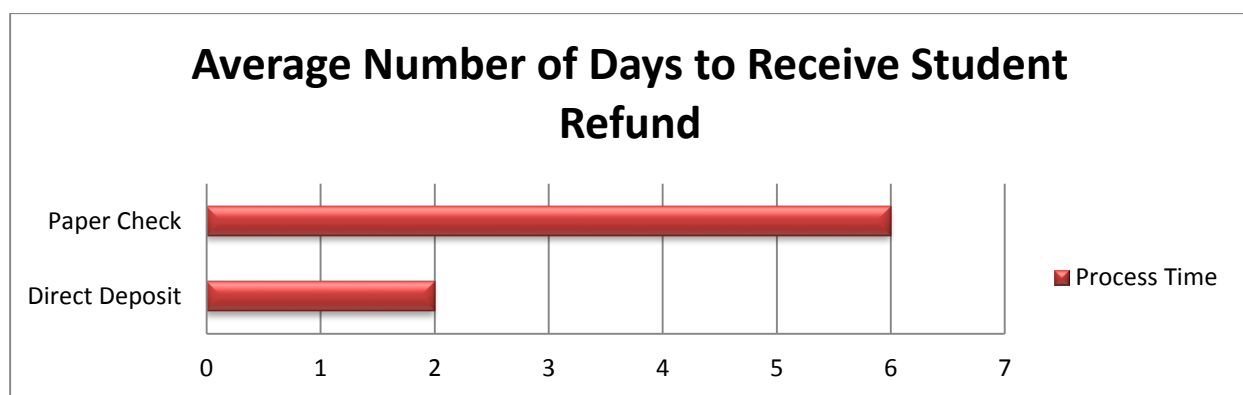


## **Student Direct Deposit Authorization**

As part of CCP's efforts to provide students with a more efficient refund process, the College has the direct deposit option available. This service provides students with convenient processing of refunds from financial aid and/or other sources of funds on their student account.

Direct deposit gets your refund from your student account into your checking or savings account no matter where you are! Go green and get your refund processed up to 70% faster than by paper check by signing up today. Don't wait! Even if you're not currently expecting a refund from CCP, we may have a refund for you in the future.



Please complete the following steps to authorize your direct deposit account:

1. Gather your bank account information.
2. Log into MyCCP.
3. Click on Financial Services.
4. Click on Direct Deposit Authorization Form – New/Change/Cancel.
5. Follow the Instructions next to the link.
6. Read, complete, and submit the form.

You're finished, its that simple!!!

### **Commonly Asked Questions:**

**Q. How long does it take for the funds to post to my bank account?**

- A. Once you see the refund on your student account, the money will be posted to your bank account usually within 2 business days, depending on your bank.

**Q. What happens if I do not select direct deposit for my refunds?**

A. A refund check will be mailed to the address we have on file.

**Q. Can I have my refund deposited to more than one account?**

A. Sorry, at this time we are unable to accommodate multiple bank accounts.

**Q. Is there a fee for having the funds directly deposited into my bank account?**

A. CCP does not charge a direct deposit fee.

**Q. How do I update my direct deposit information if I decide to change bank accounts?**

A. Access the Deposit Authorization Form – New/Change/Cancel, enter your new information then click on “Change.” You’ll receive an email in your CCP mailbox confirming you’ve made a change. Follow the Instructions next to the link if you have a question.

**Q. How do I cancel my direct deposit?**

A. Once submitted, the Deposit Authorization Form will remain in effect until CCP receives a cancel authorization from the student or financial institution. To cancel your direct deposit, please access the Direct Deposit Authorization Form, then select “Cancel.” You’ll receive an email in your CCP mailbox confirming you’ve cancelled your authorization. Follow the Instructions next to the link if you have a question.

**Q. What if I paid by credit/debit card?**

A. If you signed up for direct deposit, but paid your student balance with a credit/debit card, the credit/debit card will be credited.