

# How to Setup Direct Deposit for Your Student Refund

TouchNet is NM Tech's secure portal for billing and payment processing. Students can also have refunds directly deposited into their checking or savings accounts by setting up the direct deposit account information in TouchNet.

## Logging into NM Tech's TouchNet Portal

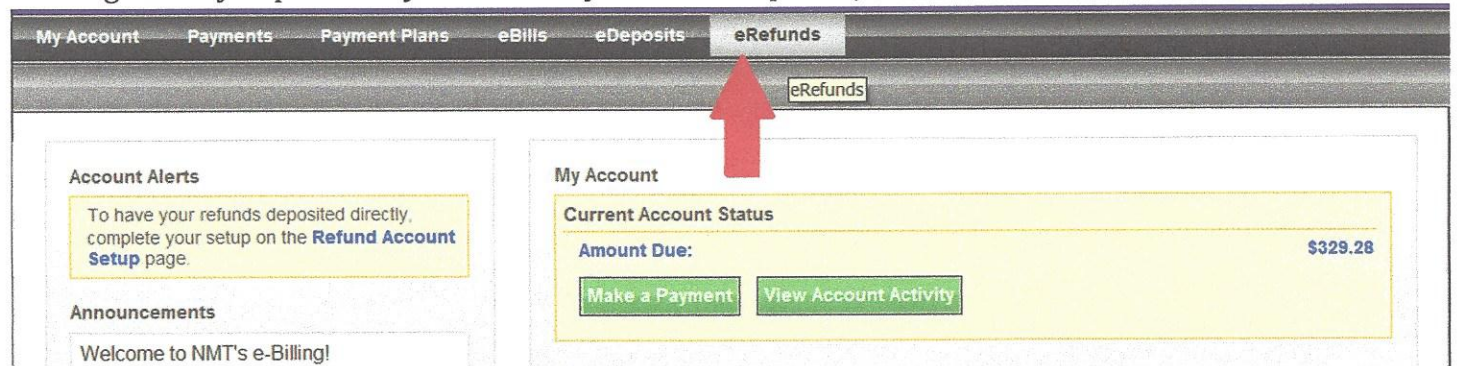
The TouchNet portal can be accessed through your student Banweb account by clicking on *Make Online Payment* or TouchNet can be directly accessed by clicking on the link below. You will use your Banweb Student Id and Password to log in to the TouchNet portal. NM Tech's Registrar can help with any issues you are having with your Student ID and Password. Stop by their office in Fidel Center for help with ID and password problems.

TOUCHNET DIRECT ACCESS:

[https://secure.touchnet.com/C22533\\_tsa/web/login.jsp](https://secure.touchnet.com/C22533_tsa/web/login.jsp)

## Setting Up Your Direct Deposit Account Information

Click on the **eRefunds** tab at the top of the page. Do not select eDeposits because this option is for paying housing and key deposits. If you accidentally select this option, just hit cancel to return to the prior screen.



The screenshot displays the TouchNet portal interface. At the top, there is a navigation bar with tabs for 'My Account', 'Payments', 'Payment Plans', 'eBills', 'eDeposits', and 'eRefunds'. The 'eRefunds' tab is highlighted, and a red arrow points to it. Below the navigation bar, the main content area is divided into two columns. The left column contains 'Account Alerts' and 'Announcements'. The right column contains 'My Account' and 'Current Account Status'. The 'Current Account Status' section shows 'Amount Due: \$329.28' and two buttons: 'Make a Payment' and 'View Account Activity'.

Next, click on the *Set up Account* button.

The screenshot shows the 'eRefunds' section of a web application. At the top, there is a navigation bar with links for 'My Account', 'Payments', 'Payment Plans', 'eBills', 'eDeposits', and 'eRefunds'. Below this, the 'eRefunds' header is displayed. The main content area features a promotional message: 'eRefunds puts money in your account...FAST!' followed by 'Direct Deposit is the secure and convenient way to get your refund. No more trips to the bank or waiting for a paper check.' A green 'Set up Account' button is highlighted with a red arrow pointing to it, and the text 'Click Here' is placed to the right of the arrow. Below this, a table titled 'Direct Deposit Bank Account' is shown. The table has two columns: 'Account Description' and 'Actions'. The first row contains the text 'No account has been set up.' in the 'Account Description' column and 'Or Click Here' in the 'Actions' column. A red arrow points from 'Or Click Here' to a blue 'Set up Account' button located in the 'Actions' column of the second row.

Direct Deposit Bank Account	
Account Description	Actions
No account has been set up.	Or Click Here
	<a href="#">Set up Account</a>

Enter your direct deposit account information in the applicable fields. Fields with an asterisk in the description are required. When all the information is entered, click on the Continue button and follow the instructions TouchNet provides.

If you have any questions or concerns, please contact Student Accounts at (575) 835-5338.