

Enrolling in Direct Deposit for Financial Aid and Account Refunds

Step 1: Set Up Multi Factor Authentication (DUO).

https://www.cpp.edu/student-accounting/direct_deposit.shtml

IMPORTANT INFORMATION TO SIGNUP OR UPDATE YOUR DIRECT DEPOSIT

- The Direct Deposit modification requires a 2 Step Authentication (MFA) **NEW**
- **2-Step authentication is used to** verify your identity by requiring a password and passcode before access is given to an application or computer system. The passcode can be sent to your mobile device. The current service choice for 2-Step is called DUO .
- **To self-enroll in DUO and activate your Bronco Account for 2-Step**, refer to [eHelp DUO self-enrollment instructions](#) .
- **Once 2-Step is activated on your Bronco account** , your Bronco password & DUO passcode (2-steps) are required to access selected campus services. This includes BroncoDirect/PeopleSoft, MyCPP, Blackboard, Office 365, as well as others.

Questions about 2-step authentication: Please [Contact the IT Service Desk](#)

Step 2: Once DUO is setup, log into Bronco Direct Student Center > Finances > Enroll in Direct Deposit.

The screenshot shows the BroncoDirect Student Center interface. On the left is a navigation menu with items like Student Center, My Communications, Personal Information, Classes & Registration, Financial, Graduation, Academics, New Students, Other, and Feedback. The main content area is titled 'Billy Bronco Student Center' and has a sub-header 'Academics'. Below this is a list of links: Search, Plan, Enroll, My Academics, and Schedule Builder. A message states 'You are not enrolled in classes.' and there is an 'Enrollment Shopping Cart' button. Below the Academics section is the 'Finances' section, which is highlighted with a red box. It contains a list of links: My Account, Account Inquiry, Enroll In Direct Deposit (highlighted with a red box), Financial Aid, View Financial Aid, and Accept/Decline Awards. A message states 'You have no outstanding charges at this time.' Below this is a section for '*Important Student Fee Information' with a 'Make a Payment' button and a note to turn off pop-up blockers.

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Step 3: Enter banking account number (checking or savings) and bank routing number. Acknowledge the terms and conditions and submit.

CalPolyPomona ▶ BroncoDirect ⏻

Enroll In Direct Deposit Return

Checking Savings

[What are my Routing and Account Numbers?](#)

Routing Number:

Account Number:

Confirm Account Number:

Terms and Conditions

I hereby authorize in accordance with the rules and regulations of the National Automated Clearinghouse Association ("NACHA") California State University XX to credit any reimbursements due to me via automated clearinghouse electronic fund transfer ("ACH") to the bank and bank account owned by me referenced above. Further, I hereby authorize CSUXX to withdraw funds from the above referenced bank account owned by me via ACH debit. Such debits are authorized only to perform legitimate and appropriate financial transactions between me and the CSU including, but not limited to, retrieval of reimbursement overpayments. This authorization will remain in effect until cancelled in writing. A new authorization must be completed if I change my bank account, close my bank account, or change financial institutions.

Note: I understand that CSUXX requires ten (10) business days to set up this initial authorization and two (2) business days for funds to become available following an ACH electronic funds transfer.

I acknowledge that I have read and agree to the above Terms and Conditions.

Submit