

## How to Select a Preferred Refund Method

From a computer...

Log in to the Student Portal at <https://mymbu.mobap.edu/>.

Select "Access" to be taken to the Student Portal.



MyMBU Learn  
(Canvas by Instructure) ⓘ



MyMBU Calendar  
(Calendar by Localist) ⓘ



MyMBU Access  
(Student Portal) ⓘ



Email ⓘ



Self-Service Resources ⓘ



Campus Labs Resources ⓘ

On the left-hand navigation, click on "My Refund".

Current term: SU-19 [\(Change Term\)](#)

[Edit Profile](#) [Logout](#)

MyMBU Access

- Home
- Calendar
- My Bill
- My Financial Aid
- My Refund**
- My Schedule
- My Course Attendance

**ATTENTION ATTENTION!**

If you have not registered for Fall 2019, the ASC, with the Office of Advising assistance with the registration process, if you have had difficulty connecting, taken the time to set up a meeting with your advisor, please come to the ASC.

Created on 8/21/2017 8:47:08 AM

**DON'T MISS YOUR CHANCE TO SLEEP IN!**

MBU has implemented a notification system to notify students of school closures. To subscribe to the SMS notification system, please click [here](#) or simply...

When you first log in you will need to enter demographic information for your Nelnet Enterprise Profile. This information is for verification only. The address entered **will not** be used for mailing refund checks.



## Create Account

### Contact Info

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

#### Name

Prefix	<input type="text" value="-- None --"/>
First Name*	<input type="text"/>
Middle Name	<input type="text"/>
Last Name*	<input type="text"/>
Suffix	<input type="text" value="-- None --"/>

#### Address

Country*	<input type="text" value="United States"/>
Address Line 1*	<input type="text" value="Street Address, PO Box, Company Name, etc."/>
Address Line 2	<input type="text" value="Apartment, Suite, Unit, Building, Floor, etc."/>
<a href="#">Add another address line</a>	
City*	<input type="text"/>
State*	<input type="text" value="-- Select --"/>
State*	<input type="text" value="-- Select --"/>
Zip*	<input type="text"/>
Time Zone*	<input type="text" value="Central Time"/>

#### E-mail

E-mail 1*	<input type="text"/>
<a href="#">Add another e-mail address</a>	
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.

Daytime Phone	<input type="text" value="US"/>	<input type="text"/>	Ext. <input type="text"/>
Evening Phone	<input type="text" value="US"/>	<input type="text"/>	Ext. <input type="text"/>
Mobile Phone	<input type="text" value="US"/>	<input type="text"/>	

I certify that I am the subscriber to the provided cellular or other wireless number. To stay informed and receive Nelnet and its representatives and agents to contact me regarding my account at any current and future telephone or other wireless device using automatic dialing systems, artificial or prerecorded messages, an understand that standard message and data rates may be charged by my service provider(s). By clicking 'contact related to your account.

**Submit**

Click Submit after you enter the requested demographic information.

Next you are required to consent to receive text messages. Messages will only be sent if you provide your cell phone number on the next screen. Your cell phone number is used for two-factor authentication when you sign in to manage your refund preference. You may choose to use your email if you do not wish to receive text messages regarding student refund information.

You may also choose a 4 digit pin that will be required if you call Nelnet for any assistance managing your Nelnet Refunds account.

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nelnet Español Customer Service

Signed in as

### Review Items

The following item(s) require your attention before proceeding

#### Select Your Contact Preference

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).

Yes, I agree to such contact related to my account

OK

#### Create A 4-Digit PIN To Continue

The 4-Digit PIN will be used to validate your identity when you make inquiries by telephone. Choose something you will easily remember.

\*4-Digit PIN

OK

You will be taken to your Nelnet dashboard. Then click on Manage Refunds to select your preferred refund method.

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Home My Profile Financial Accounts

Signed in as

Hello

Refunds

Manage Refunds

You will be taken to your profile where you may enter a secondary email, if you choose. Click Save.

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Customer Service

Home Log Out

### Profile Information

Welcome, Test Student

#### Student Information

First Name	Test
Last Name	Student
ID	
Email Address	

#### Mailing Address

Student refunds (issued) by check are mailed to the local address reported to MBU. Please keep your address current on My MBU Access.

#### Secondary Email

Email Address

SAVE REFUND

Here you may choose to enter your mobile number, if you desire. If you prefer not to add your mobile number simply leave the check boxes blank and click Save. Then click Yes on the popup.

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### Manage Mobile Alerts

#### Mobile Enrollment

Confirm Your Identity By Text

Receive Refund Notification By Text

10 Digit US Phone Number\*

I certify that I am the subscriber to the provided US cellular or other US wireless number. To stay informed and receive the best service, I authorize Nelnet Campus Commerce and its representatives and agents to contact me regarding my account at any current and future numbers that I provide for my cellular telephony or other wireless device using automatic dialing systems, artificial or pre-recorded messages, and/or SMS text messages. I understand that standard message and data rates may be charged by my service provider(s).

To opt out of text services and receive email notifications only, please select Save only to proceed.

Save Cancel

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Click on Edit Refund Method.

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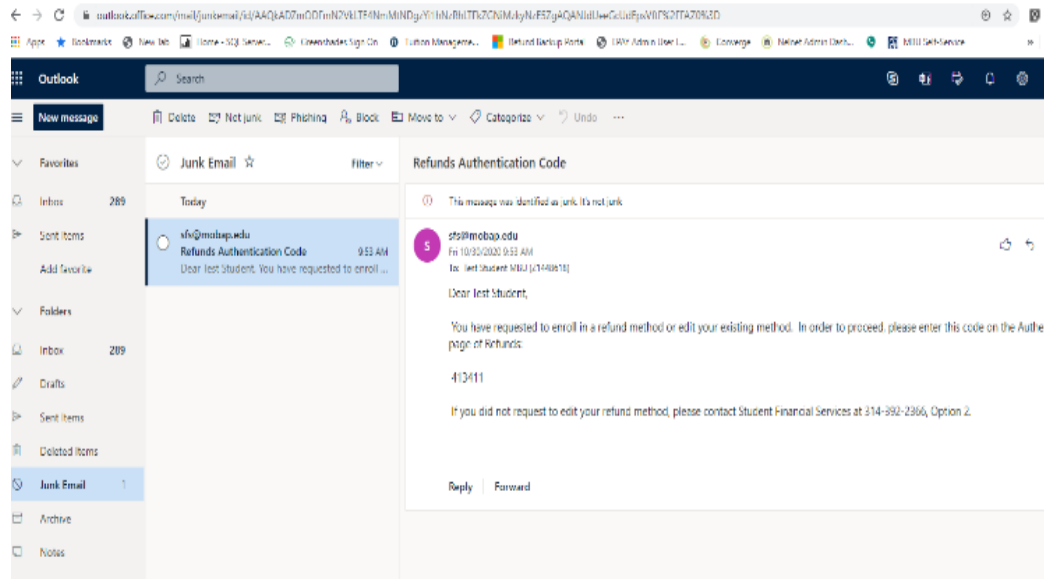
Welcome, Test Student ID: Z1448618

#### Refund Method

Not Enrolled Edit Refund Method Edit Profile

HELP

You will either be sent a text or email with an authorization code. If you did not provide your cell number, your email will be sent to your student email. If you do not see your Authentication Email in your inbox, please check your junk email folder. The subject of the email will be Refunds Authentication Code.



Once you enter your Authentication Code you will be taken to Step 2. Select your refund method.

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## Enroll in Refunds

**Step 2 of 2: Select your refund method** [LIVE HELP](#)

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 local address on record with MBU.

<input type="radio"/>	Bank Account (Direct Deposit)	Funds should be received 1-2 business days from processed date
<input type="radio"/>	Reloadable Debit Card	Funds should be received 1-2 business days from processed date
<input type="radio"/>	Paper Check	Funds should be received 3-14 business days from processed date

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## Edit Refund Method

[LIVE HELP](#)

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 local address on record with MBU.

**Bank Account (Direct Deposit)** Funds should be received **1-2 business days** from processed date

Account Holder Name\*

Bank Name\*

Account Type \*  Checking  Savings

Routing Number\*  ?

Account Number\*  ?

Account Number Confirm\*

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.


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

**Reloadable Debit Card** Funds should be received **1-2 business days** from processed date

**Paper Check** Funds should be received **3-14 business days** from processed date

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After selecting the refund method you prefer, enter the requested details, click save, and you are finished. Then you will be taken back to the profile screen.


Customer Service

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## Welcome, Test Student ID: Z1448618

[LIVE HELP](#)

### Refund Method

Refund Method Selected Bank Account: XXXXXX3327 [Edit Refund Method](#) [Remove Refund Method](#) [Edit Profile](#) [?](#)

[Change History](#) [Notification History](#)

Changed Date	Change Made	Changed By
<a href="#">10/30/2020 10:01:15 AM (CST)</a>	Profile Update	Z1448618
<a href="#">10/30/2020 9:59:35 AM (CST)</a>	Profile Update	Z1448618
<a href="#">10/30/2020 9:53:27 AM (CST)</a>	Profile Update	Z1448618

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