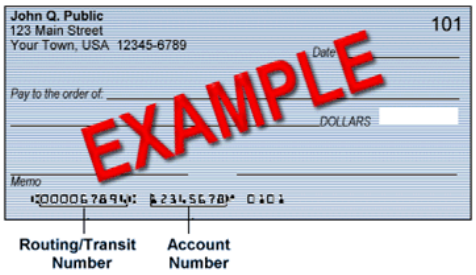
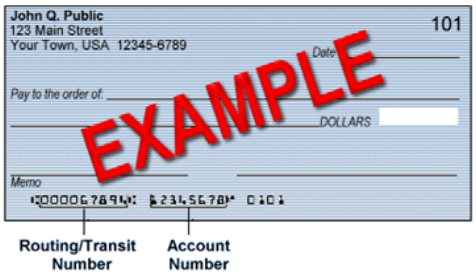
What is an electronic check?
An electronic check is a one-time, electronic funds transfer from your bank account that allows you to pay your tuition via the Internet without actually writing a check. It is essentially an electronic version of a paper check, which includes date, payee name, dollar amount, digital signature, bank account number and routing number.

What is a Routing Number and where is it located on my check?
The bank routing number is used to identify the banking institution and is included in the long string of numbers located on the bottom of a check. The first 9 numbers from the left at the bottom of your check is your Bank Routing Number. Please call your financial institution if you have any questions about your bank routing number.



Where is my Bank Account number located on my check?
The bank account number is used to identify your checking account and is included in the long string of numbers located on the bottom of a check. Your check number is not a part of the account number. Please call your financial institution if you have any questions about your bank account number.



Which bank accounts can I use to make electronic check payments?

Only a personal or business checking account may be used. Deposit Slips, Credit card checks (checks drawn on a credit card account) and money market accounts, CANNOT be used for electronic check payments. In the event that your financial institution does not accept Automated Clearing House transactions, you will be notified. Please contact your financial institution if you have questions about ACH acceptance.

How much does it cost to pay by electronic check?

Electronic checks are available at NO COST to the user. We strongly recommend paying online by check as it is generally faster and more convenient than paying by paper check.

How soon will my student account be credited?

The college will receive notification of payment on the next business day after you process your payment. Though internal processes vary, in most cases, the funds are posted by the college with the date you processed the payment as the receipt date.

When will my bank account be debited?

http://www.cincinnatistate.edu/admission-financial-aid/admissions/tuition-fees/FAQ%20-%20Electronic%20Checks.pdf

Debit requests are sent to your bank on the same day the payment is processed. Your bank may take up to 48 hours to debit the funds from your account. *It is important to make sure money is available to cover the transaction to avoid penalties from your bank and from the college.

How do I know that the electronic check payment has been made successfully?

A digital receipt with a confirmation number will be issued within seconds of submitting the payment. The confirmation number received is proof that the transactions was completed successfully (i.e., you entered a valid routing number and the correct number of characters for the bank account number). The system does not validate the account number. If you have questions, please contact your financial institution. We strongly recommend that you keep a copy of your digital receipt for your records as proof of payment.

Who do I call if my payment doesn't show up on my banking statement?

Call the Cashier's Office at 513-569-1580.

I completed my payment information, but I did not receive a confirmation number. Did my payment go through?

If you did not receive a confirmation number, please call the Cashier's Office at 513-5691580.

I received a message that my check cannot be authorized. Who should I contact?

Contact your financial institution to confirm you entered the electronic check correctly. You may pay using another form of payment. If you have additional questions, please contact the Cashier's Office at 513-569-1580.

Can I cancel a payment that has already been processed?

Once your payment information is submitted, the transaction is complete and cannot be cancelled. .

How will the payment appear on my bank account statement?

The payment charge will appear as an ACH Debit on your bank statement. Typically the statement will include a brief description like the school's name or Official Payments and the reference numbers.