1. Go to go.umkc.edu/Pathway.

2. Type in your UMKC SSO ID (this is the part of your UMKC email before the @ symbol) and password and click “Sign In.”

   Note: If this is the first-time on Pathway, you must E-Consent, by clicking UM E-Consent on the bottom of the left menu. This will log you out and when you re-enter, you will have another menu option, “Self-Service”.

3. Click on Self Service, then Student Center. Scroll down to the “Finances” section of the Student Center page. Click on the Log Into TouchNet link in the middle of the Finances section.

   Note: Pop-up Blockers must be disabled at this step.

4. You will be directed to a UM System site and will need to re-enter your UMKC SSO ID and password in order to authenticate in to the TouchNet system.

5. Once authenticated, the TouchNet site will appear. If this is your first time setting up direct deposit, you may need to first click on Security Settings and sign up for Two Factor Verification. This is an extra step that secures your TouchNet Profile and will be required to authenticate any changes to direct deposit information, as well.
Setting Up Direct Deposit

6. Once Two Factor Verification is established, you can click on Electronic Refunds to set up your Direct Deposit account. If this is the first time or the previous direct deposit has already been cancelled, you will simply click “Set Up Account” on the eRefunds page. If an account already exists, skip to Step 9 in this guide in order to update your information.

7. Enter the necessary information and click Continue. Please note that you can also save this payment method for use later in making eCheck payments on your student account.
Setting Up Direct Deposit

8. An Authorization to debit or credit your banking account will appear. You must click the I Agree button and then click Continue to set up direct deposit. This agreement will remain part of your TouchNet account is accessible at a later date for your review, as well.

   Please check the box below to agree to the terms and continue.

   [ ] I Agree

   [Print Agreement] [Cancel] [Continue]

9. You refund account has been created. An email will automatically be sent to the student email address as verification and it will appear under Current Refund Method. In order to edit or delete your direct deposit account, simply click on the gear to the right of the account information on the eRefunds page and select the appropriate action.

   eRefunds puts money in your account... FAST!

   No more trips to the bank or waiting for a paper check. Direct Deposit is the secure and convenient way to get your refund.

   Current Refund Method

   My Checking - xxxxx6789

   [Update] [Remove]