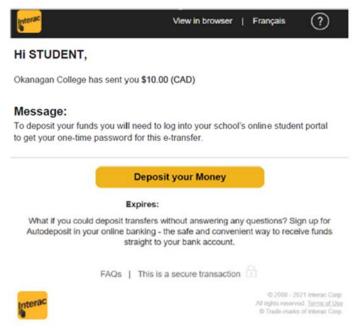
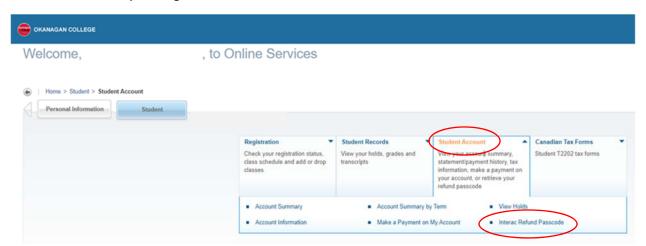
Domestic E-Transfer Refunds via PayMyTuition

Once your refund has been processed, your student account balance in myOkanagan will be updated. Due to the approval process needed for all e-transfer refunds, further instructions and the e-transfer link will arrive within 5-10 business days from the posted date of the refund item (named PayMyTuition Refund) in your myOkanagan account. Interac e-transfer refunds will be issued to your preferred personal email on file with Okanagan College. A passcode is required each time you are issued a refund, unless you have arranged auto-deposit with your financial institution using this same email address.

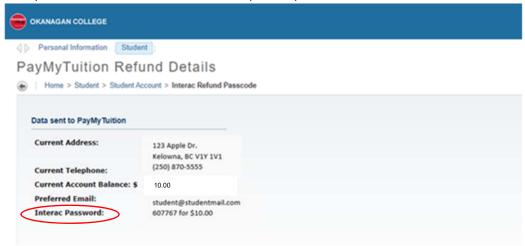
- Once your refund has been assessed and processed, PayMyTuition (studentrefunds@paymytuition.com) will inform you that your Interac e-Transfer email will be issued within the next 24-48 hours.
- 2. The Interac e-Transfer email will instruct you to log in to myOkanagan to retrieve your passcode.



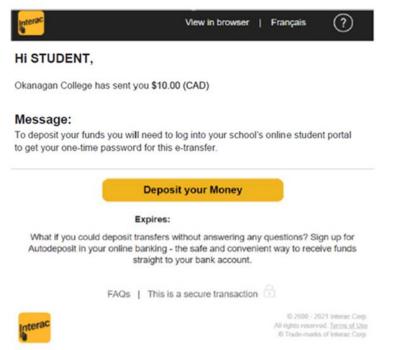
- 3. Log in to myOkanagan to obtain your passcode.
- 4. Select the Interac Refund Passcode link, located in the Student Account section of the Student Center in myOkanagan.



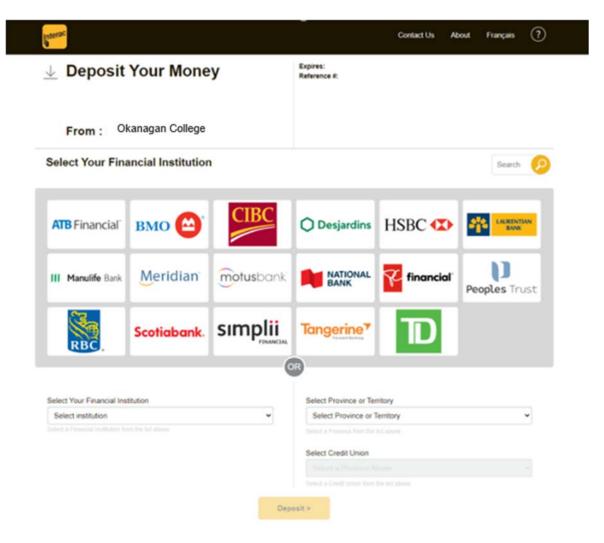
5. Find your Interac Password. In this example the passcode is 607767.



6. Using the Interac e-transfer email communication, select Deposit your Money.



7. You will then be redirected to the page below where you must select your Canadian financial institution.



Note: Once you receive the Interac e-transfer email communication, you may choose to deposit the funds into someone else's bank account so long as you have access to their online banking. The Interac e-Transfer email containing the Deposit your Money link can only be sent to your preferred personal email; however, you may enter someone else's online banking login details to claim the deposit.

- 8. Log in to your financial institution's website and enter the passcode you obtained from myOkanagan.
- 9. Your funds will be visible in your bank account instantly.

Please note:

If your myOkanagan mailing address is not Canadian, the request through myOkanagan will not be processed.

There is a \$10,000 limit on domestic e-Transfer refunds. Any refunds above that amount will be split up to remain under the limit.