June 21, 2012

Dear Student,

**IMPORTANT ANNOUNCEMENT**: Summer term financial aid refund check distribution

Summer Term financial aid refund checks will **NOT** be available for pick up. Unless **Direct Deposit** is established, refunds will begin to be mailed to the student’s mailing address beginning **Monday, June 25th**.

<table>
<thead>
<tr>
<th>If your summer course starts in</th>
<th>your refund will be mailed beginning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>June 25th</td>
</tr>
<tr>
<td>Week 5</td>
<td>July 20th</td>
</tr>
<tr>
<td>Week 9</td>
<td>August 17th</td>
</tr>
</tbody>
</table>

Establish Direct Deposit by midnight on June 20th to be effective by the first summer disbursement. If you are unable to establish Direct Deposit by this date, please establish for future disbursements.

**Sign up for Direct Deposit**
- Login to [Duckweb](#)
- Select “Student Menu”
- Select “Direct Deposit”
- Select “Add Reimbursement Direct Deposit”
- Input your bank account information
- Select “Save”

If you need assistance determining your account or routing numbers, please contact your financial institution. If you have further questions, please contact Student Loans at (541) 346-3171.

For students who have not established Direct Deposit, please make sure your mailing address is current by logging into Duckweb and selecting “Personal Information.”

**To update your Mailing Address:**
- Login to [Duckweb](#)
- Select “Personal Information”
- Select “Update Address(es) and Phone(s)”
- If your Mailing address is no longer valid,
  - Select “Current” next to the address
  - Check the “Delete this Address” box
  - Click “Submit”
- To add a new Mailing address,
  - Select “Mailing” under “Type of Address to Insert”
  - Click “Submit”
  - Enter your address (including apartment number if applicable)
  - Click “Submit”

**To determine when your refund has been issued, please follow the instruction below:**
- Login to [Duckweb](#)
- Select “Student Menu”
- Select “View Account Summary”
- Look at the “Effective Date” of the description “Refund Issued”
- Refund are generally generated two business days after the “Effective Date”

If you have any questions, please contact the Student Billing Office at stubills@uoregon.edu or (541) 346-3170.

Thank You,
UO Student Billing