How to fix an Incomplete Enrollment in Direct Deposit

If you do not see the following screen at the end of this process you have NOT completed the required steps for enrollment in direct deposit.

![Enrollment Screen]

If you have already exited the system you will need to follow these steps to complete your enrollment in direct deposit:

1. After logging into the MaineStreet portal, click the **Student Self-Service** link to select it.

2. Click the **Student Center** link to access the MaineStreet Campus Solutions system.

3. Under the **Finances** section click on the **Direct Deposit** link.

4. On the **Account Services/My Direct Deposits** page click on the green **Enroll in Direct Deposit** button.

5. On the **My Direct Deposits/Bank Account Summary** page, verify that the desired bank account is listed, click the **Proceed to Enroll in Direct Deposit** button.

6. On the **Enroll in Direct Deposit/Add Direct Deposit** page select your account from the dropdown menu then click the **Next** button.

7. Review your account information and the agreement on the **Enroll in Direct Deposit/Agreement** page and click the checkbox next to “Yes I agree to the terms and conditions of this agreement.” Then click the **Submit** button.

8. Click the **Go To Direct Deposit Summary** button and verify that the correct account has been selected.

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