1. You should be receiving an email indicating a payment is pending for you to accept. Click "Accept Money".



JPMorgan Chase Bank, N.A. Member FDIC © 2019 JPMorgan Chase & Co. 2. You will be re-directed to Chase's website to setup your payment receiving account which looks like the page below. Please let your coach/business manager know if the email address is incorrect.

## CHASE 🗘

Welcome, Wen Qin We have found that you haven't ye up below.	it signed up with Chase Payments to receive your money. Please sign
Business/First Name*	
Wen	
Last Name *	
Qin	
Email *	
wqin@mail.smu.edu	
Country Code	Mobile Number
UNITED STATES (001)	Mobile Number (optional)
Would you like to receive paymen Would you like to use your mobile	nt offers via text message?
② ○ Yes ○ No	

3. Set up your password. This is NOT your SMU ID/birth year combo. This password will let you set up an account to receive payments in the future. Please remember this password. Setup your security questions/answers and click "Sign Up" to continue.

Must not include more than 2 identical characters Must not include more than 2 consecutive characters Must not use the name of the financial institution (JPM, MORGAN, JPMORGAN, CHASE, JPMORGANCHASE, JPMC)	
Password *	
•••••	٩
Confirm Password *	
•••••	٩
Security Question *	
What is your favorite color?	~
Answer *	
Blue	
Security Question *	
What was the first school you attended?	~
Answer *	
SMU	
Terms and Conditions	
☑ I agree the Terms and Conditions.	
Qian Un	
Cancel	

4. You will see the screen below indicating the payment amount and other related information. Click "Transfer to Bank Account".

CHASE 🟮		A Payment History	Bank Accounts Contact Us	Help 👤 Wen Qin 👻
My Payments				
SMU. Sender : SOUTHERN METHO Expiry Date : 12/25/2019 Description : Per Diem Invoice Number or Opponent : Invoice Date or Game Date : P Reference Notes : Penny Test	DIST UNIV Penny Test 11/25/2019 Yenny Test Wen Qin	AMOUNT SENT	1	
View Payment Details ►				
Transfer to Bank Account	Decline Di	gital Payment		
Payment History	Bank Accounts	My Profile		<b>?</b> Help
				·

5. Enter your bank account information in the screen below and click "Submit".

CHASE 🟮	A Payment History Bank Accounts Contact Us Help ▲ Wen Qin -
Add New Account	
Routing Number* 🖲	Routing Number (Required)
Account Number* 3	Account Number (Required)
Re-enter Account Number *	Re-enter Account Number (Required)
Account Type	○ Savings
Account Origin Type	ersonal O Business
Bank Name	Bank Name (Required)
Auto Accept 🚯	○ Yes ● No
Submit	Cancel

6. Check to make sure your bank information is correct. Enter your SMU ID and birth year without spaces in the box. Click "Confirm and Transfer".

CHASE 🟮	A Payment History Bank Accounts Contact Us Help				
Confirm Account Details					
Routing Number					
Account Number					
Account Type	Checking				
Account Origin Type	Personal				
Bank Name					
Auto Accept	No				
SMU ID Number and Birth Year Confirmation * For Security Purposes: What is your SMU ID Number and Birth Year (Enter without spaces)	SMU ID Number and Birth Year Confirmation (Required)				
Confirm and Transfer					
Cancel	Change				

7. You will get an email confirmation regarding the direct deposit. If not, please check you your junk mail and double check to see if you have the correct email address on file.