

Advance Deposit Payment Instructions: e-Check

E-check is a fast and convenient method for paying your advance deposit.

Navigate to bursar.duke.edu, and click the DukePay icon.



Clicking the DukePay icon leads to a screen where you will enter your Student ID **OR** Student Unique ID, one of which will be found on your decision letter, and your last name.

A screenshot of a web page. The top header is dark teal with the Duke University logo on the left, "FINANCIAL SERVICES BURSAR" in the middle, and "TEST" on the right. The main content area has a light green background. The title is "Make a Student Account E-check Payment". Below the title, it says "Welcome to the Duke University Student Account E-check Website." and "Please identify the student account for which you wish to make a payment by entering the following information:". There are three input fields: "Student ID:" with a placeholder "Enter id here...", "Student Unique ID:" with a placeholder, and "Student Last Name:" with a placeholder. A blue "Submit" button is at the bottom left.

A correct ID/name combination will bring you to a screen that allows an amount to be entered, and a selection of "Student Account Payment" or "Nonrefundable Advance Deposit". Please enter the required amount for your program and select "**Nonrefundable Advance Deposit**". You will then be able to select your admit term from a list provided.

***If you are an existing Duke student please click the DukePay icon found in the 'bills' section of ACES, select the Advance Deposit and corresponding term of admit.**

Billing Information

* Required field

First Name *

Last Name *

Address *

City *

Country *

State/Province

Zip/Postal Code *

Email *

Your Order

Total amount **\$100.00**

Payment Details

Routing Number *

Account Number *

Account Type *

Confirm your payment information, or go back and make any needed corrections.

Duke | FINANCIAL SERVICES
BURSAR

Review your Order

Billing Address Edit Address

Duke Student
 324 Blackwell ST
 Durham
 North Carolina
 27701
 United States of America

Your Order Cancel Order

Total amount \$100.00

By clicking Pay, I agree to the [Electronic Check Terms & Conditions](#)

Payment Details Edit Details

Routing Number XXXXX0000

Account Number XXXX

Account Type Checking

Back

Pay

You will receive a confirmation on screen, as well as a receipt via email.

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BURSAR
TEST

10000

Dear Duke,

Your e-check payment to Duke University for **Duke Student** in the amount of \$100.00 has been successfully submitted and posted to student account 000000000.

Please note:

- An e-check is processed in a manner similar to a paper check. It may take several days to clear your bank account.
- If the payment is returned for NSF or for incorrect data, the payment will be reversed from the student account.
- Any existing registration holds may be removed if the payment satisfies a past due balance.
- If a valid email address was submitted, an email receipt of this transaction will be sent to that address.

Thank you for using the Duke University Student Account e-check website. Please print this page for your records.

Your advance deposit has been successfully processed.