

## Account Refunds with PayMyTuition


**\*\* Please note:** If you have *INTERAC e-Transfer Autodeposit* enabled with your financial institution using an **@nosm.ca** email address, your refund will be auto deposited into your bank account and no further action will be required to obtain your refund. **\*\***

***For those who do NOT receive their funds automatically, please follow the instructions below to retrieve your refund:***

Once your refund has been processed, you will receive an e-mail with the subject line similar to the one below:

The body of the e-mail will look like this:

**NOTE: You will need the Passcode (Refund Code) from PayMyTuition to complete the transaction.**



POWERED BY MTFX

Hello Student,

PayMyTuition has been authorized by NOSM University to complete your payment request and we have begun to process request ID NOSM-D-123456 for \$1,000.00 CAD to be delivered to you by way of Interac e-transfer.

In the next 24-48 hours, you will receive an email from Interac stating you have received an e-transfer for this payment. Please follow the instructions within that email which will require you to enter a one-time passcode to access your funds so the payment may be deposited.

This unique passcode can be found within your PayMyTuition account, accessible within your NOSM University student online portal.

If you have any questions or concerns, please reach out to our support team.

Regards,

**PayMyTuition Support Team**

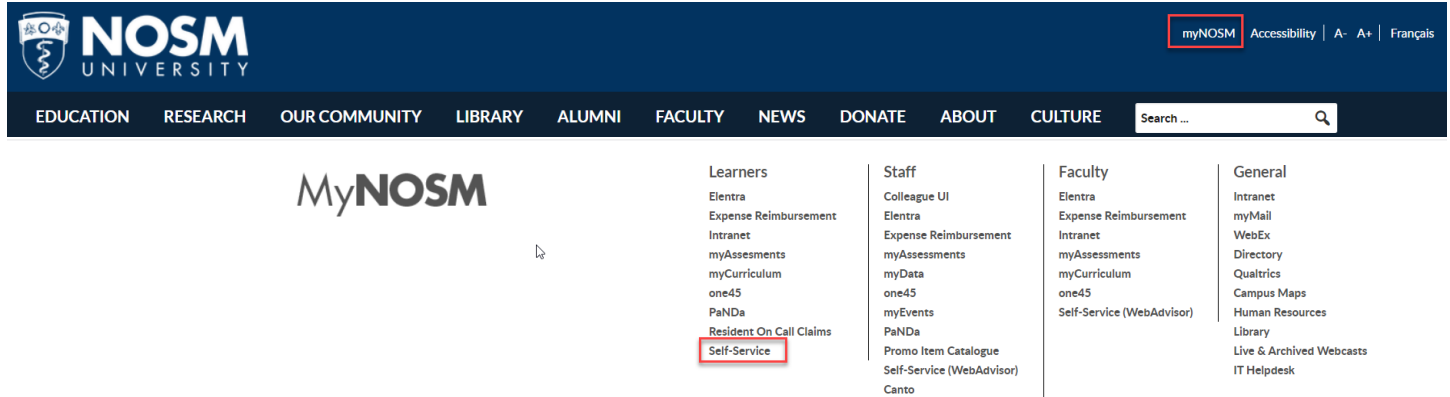
Email: [studentrefunds@paymytuition.com](mailto:studentrefunds@paymytuition.com)

Toll Free: [+1.855.663.6839](tel:+18556636839)

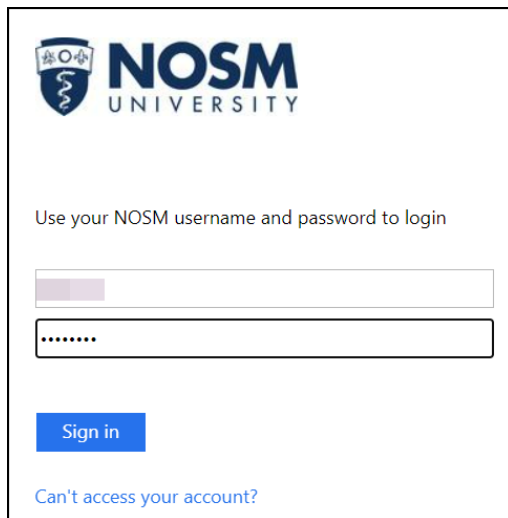
Canada Local: [+1.905.305.9053](tel:+19053059053)

US Local: [+1.201.209.1939](tel:+12012091939)

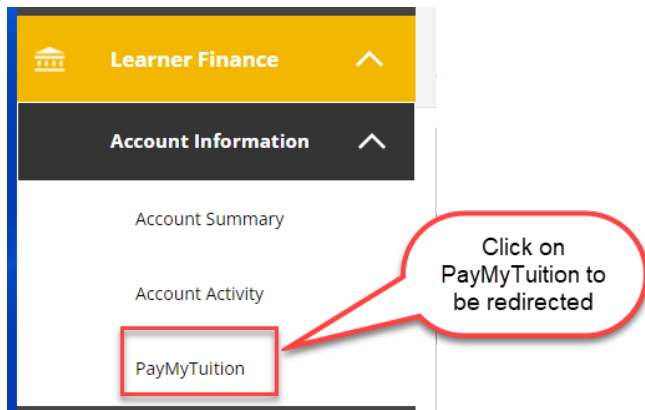
To access Self-Service, navigate to [www.nosm.ca](http://www.nosm.ca) and click on the myNOSM link to expand the menu and then click on Self-Service from the Learners menu:



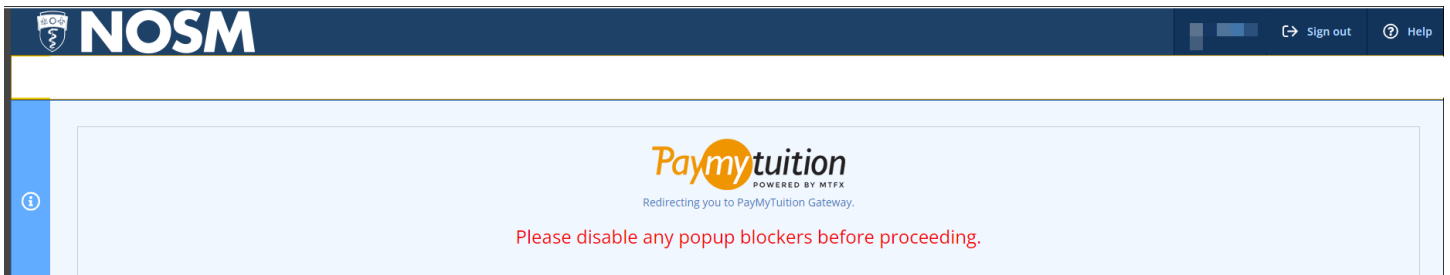
Login using your NOSM credentials:



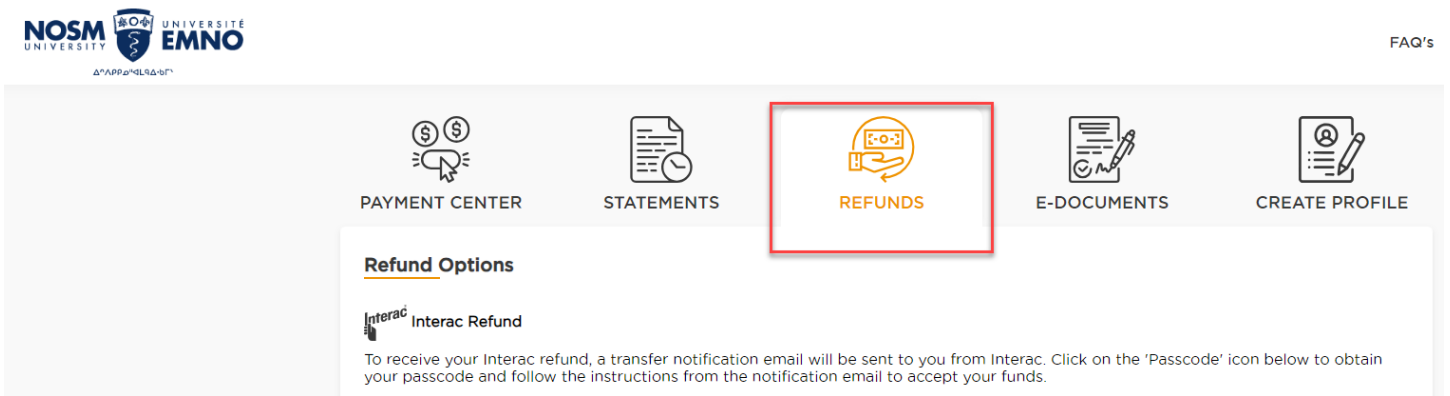
Once logged into Self-Service, click on the left navigation panel and click on **Learner Finance**. Next, select **Account Information** to locate **PayMyTuition**.



If you are not redirected to PayMyTuition, ensure you have disabled any popup blockers. Redirection can take several seconds.



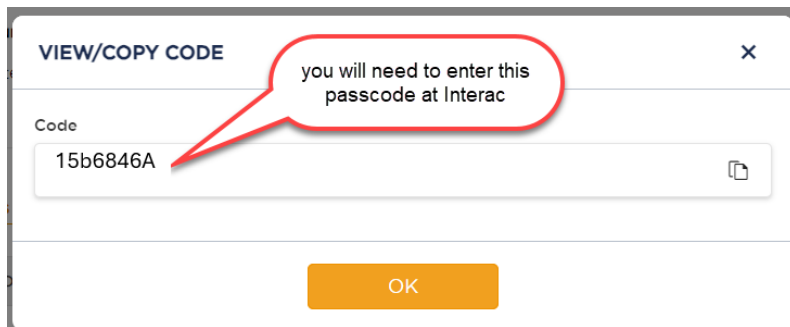
Once you have been redirected to the PayMyTuition portal, you will arrive at the screen below. Click on the “Refunds” button to view your refund.



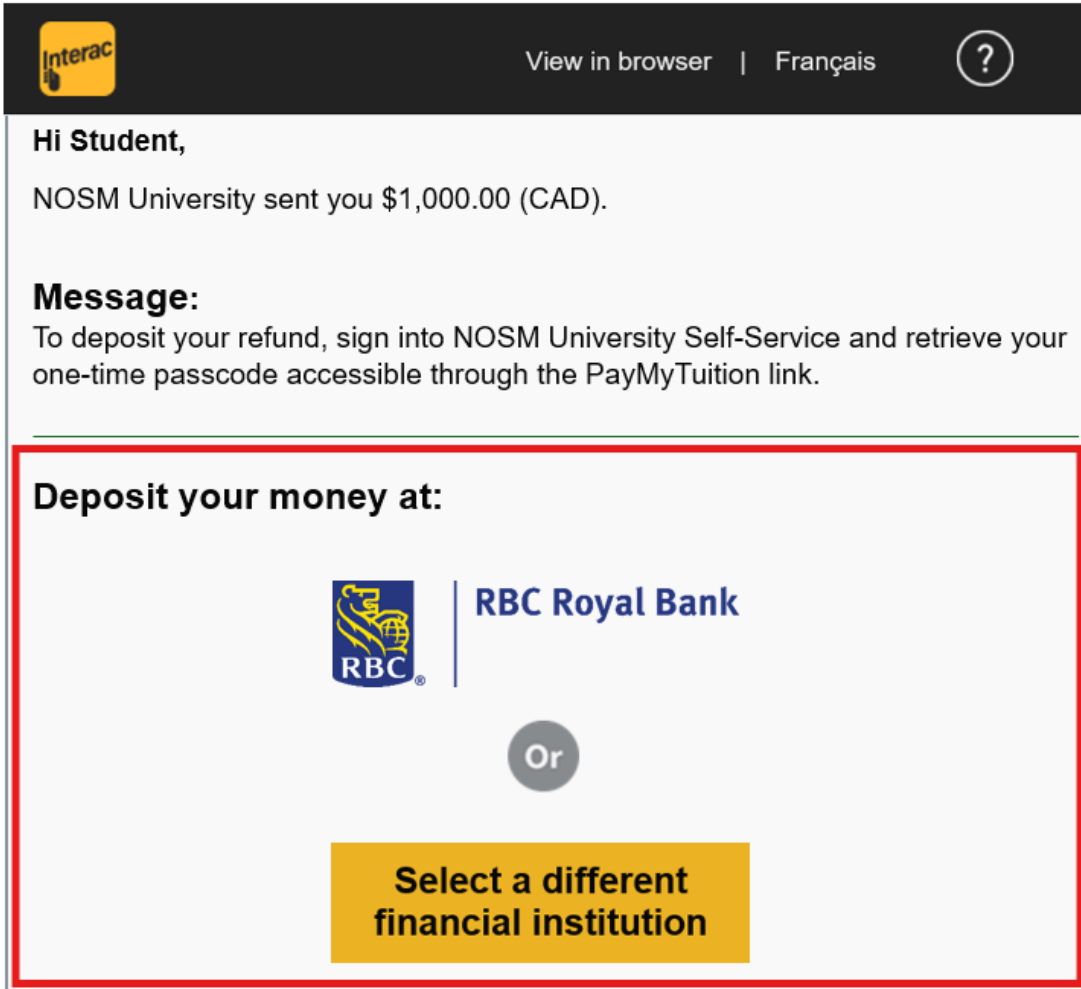
Under “Action”, click on View Passcode to see the code needed for Interac.

Outstanding Refunds		Completed Refunds			
Refund ID	Date Initiated	Amount	Payment Method	Status	Action
1131	26-09-2024	200.00		INITIATED	<a href="#">VIEW PASSCODE</a>

click on View Passcode to see your refund code



Once the refund is processed, you will receive an e-mail from INTERAC to retrieve your money. The message will be similar to the one below:




**Hi Student,**

NOSM University sent you \$1,000.00 (CAD).

**Message:**  
To deposit your refund, sign into NOSM University Self-Service and retrieve your one-time passcode accessible through the PayMyTuition link.

**Deposit your money at:**

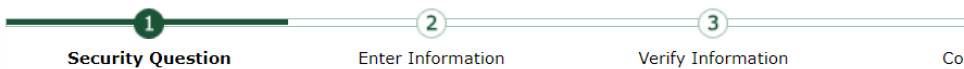
 | RBC Royal Bank

Or

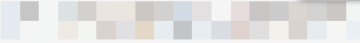
Select a different financial institution

From the e-mail, navigate to your chosen bank and deposit the funds using the Passcode from PayMyTuition:

## Interac e-Transfer<sup>®</sup> - Receive Money



To accept or decline the money transfer, first answer the [security question](#).

Sender	MTFX INC	PayMyTuition is owned by MTFX and distributes payments on behalf of NOSM.
Amount	\$1.00	
Recipient		
Security Question	What is your refund passcode?	
Answer	<input type="text" value="15b6846A"/>	