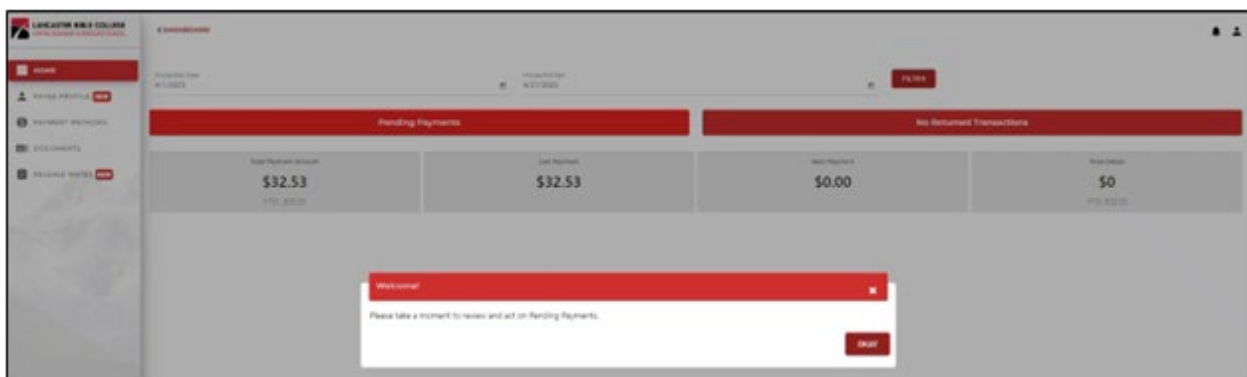
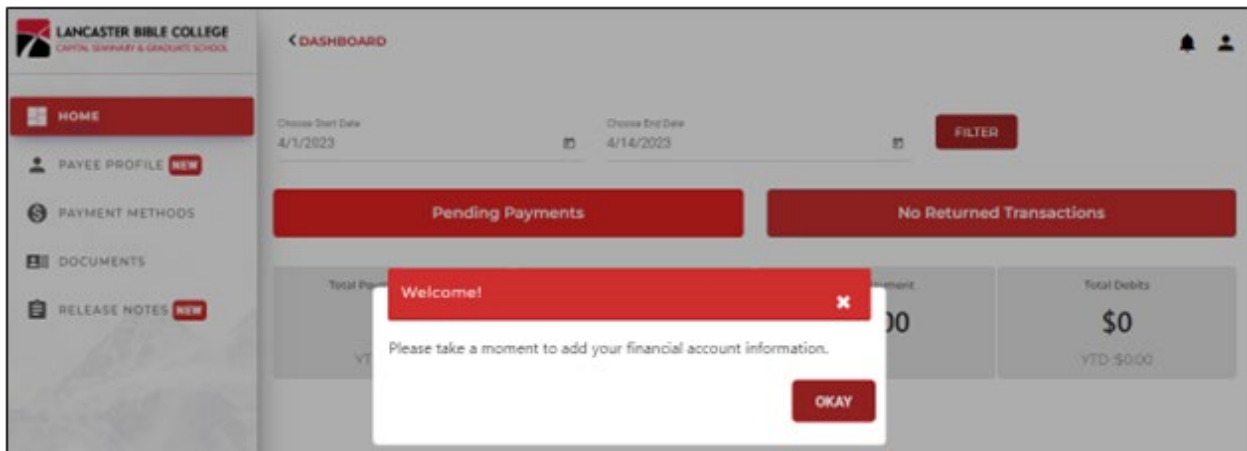
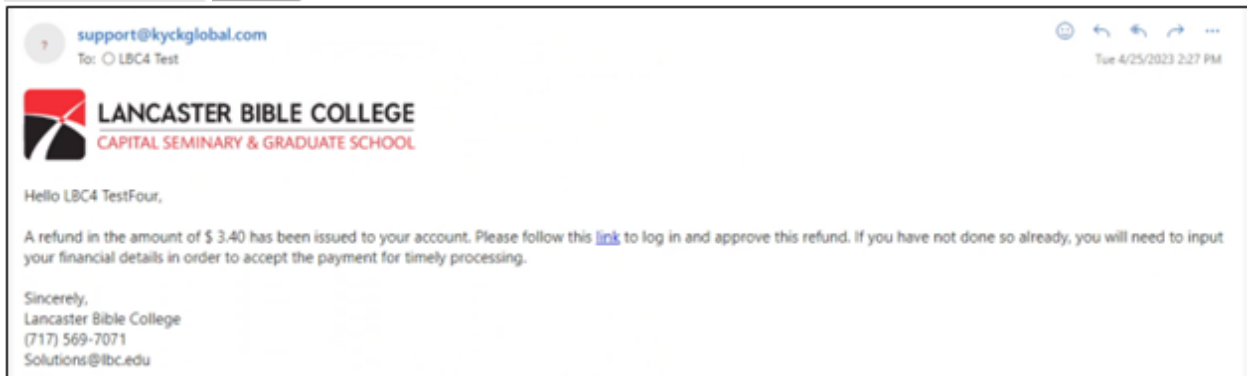


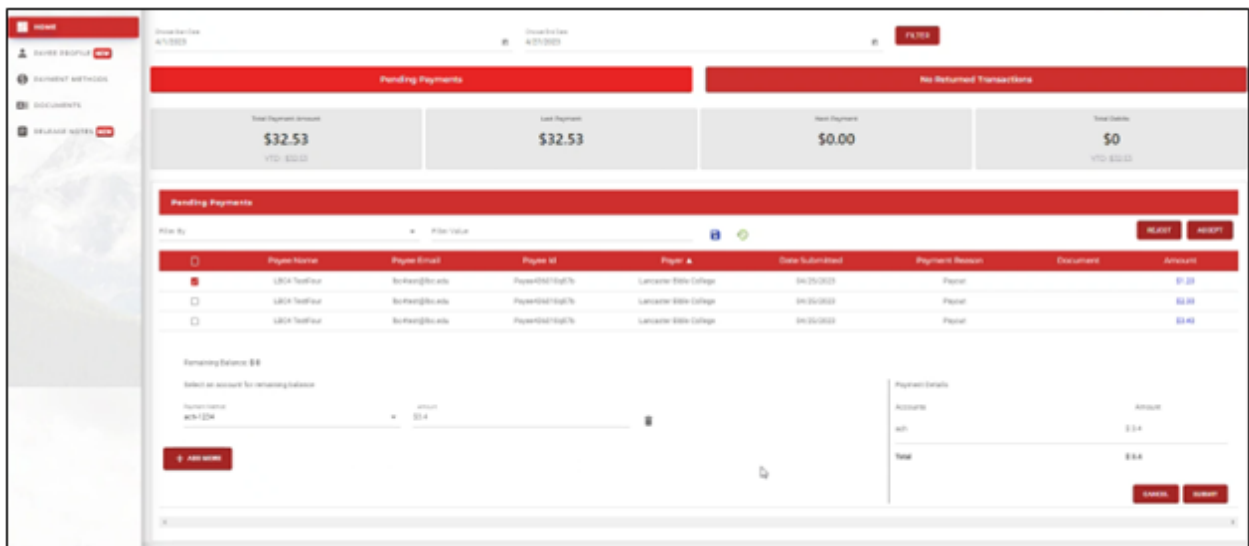
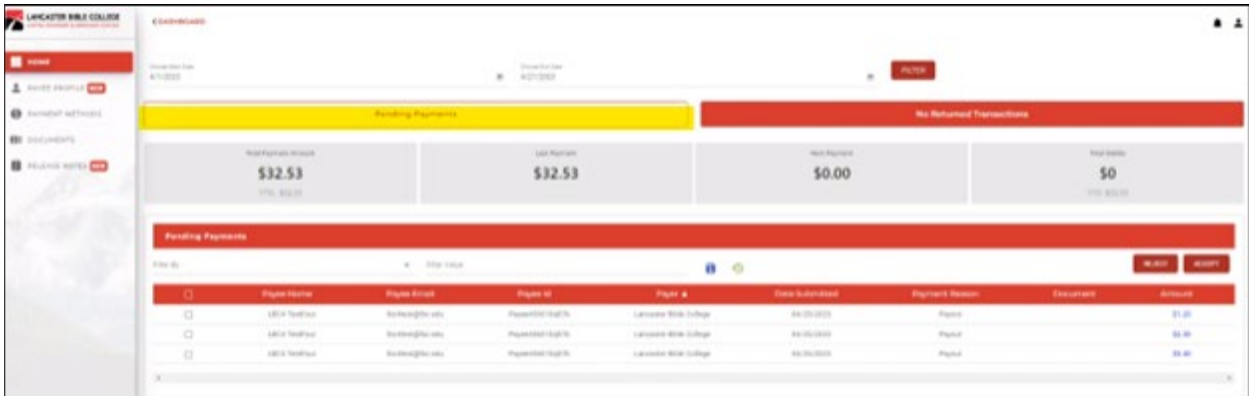
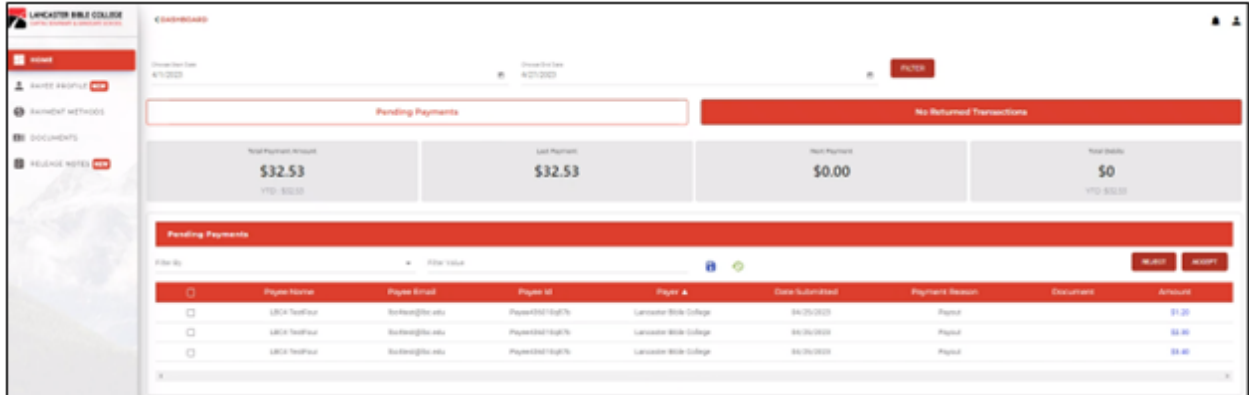
Digital Disbursements with Kyck Global

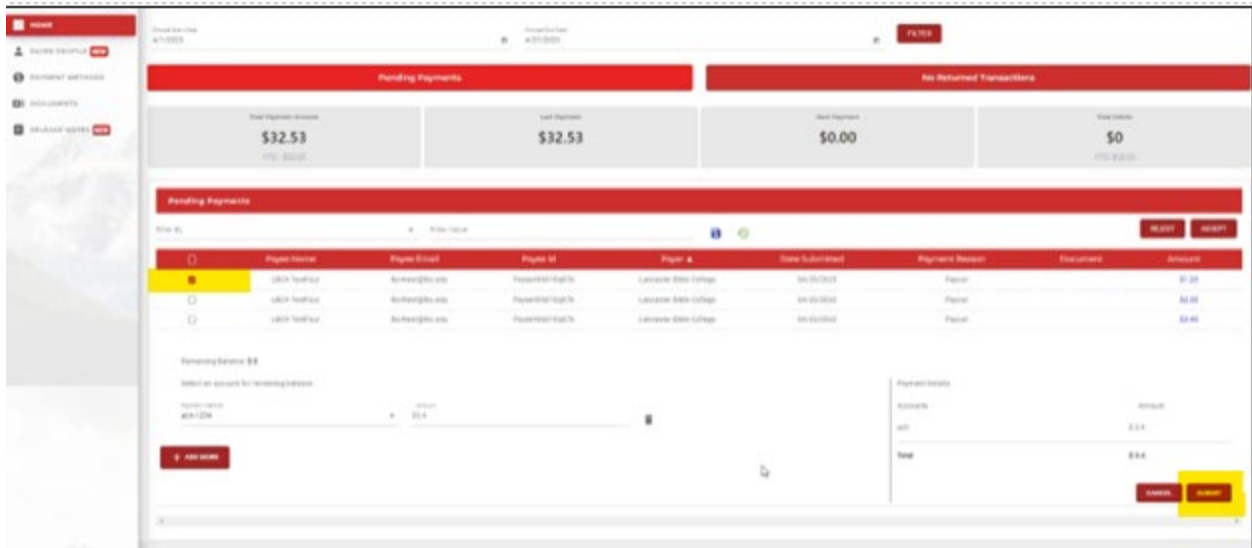


- Students will be notified of Digital Disbursements via email and text message. The link to Kyck Global will be included in the email notification. Click 'link'.
- First-time users will receive a pop-up window to add financial information. Click 'OKAY'.
- Pop-up window for subsequent logins after bank information has been added will notify the student of pending payments. Click 'OKAY'

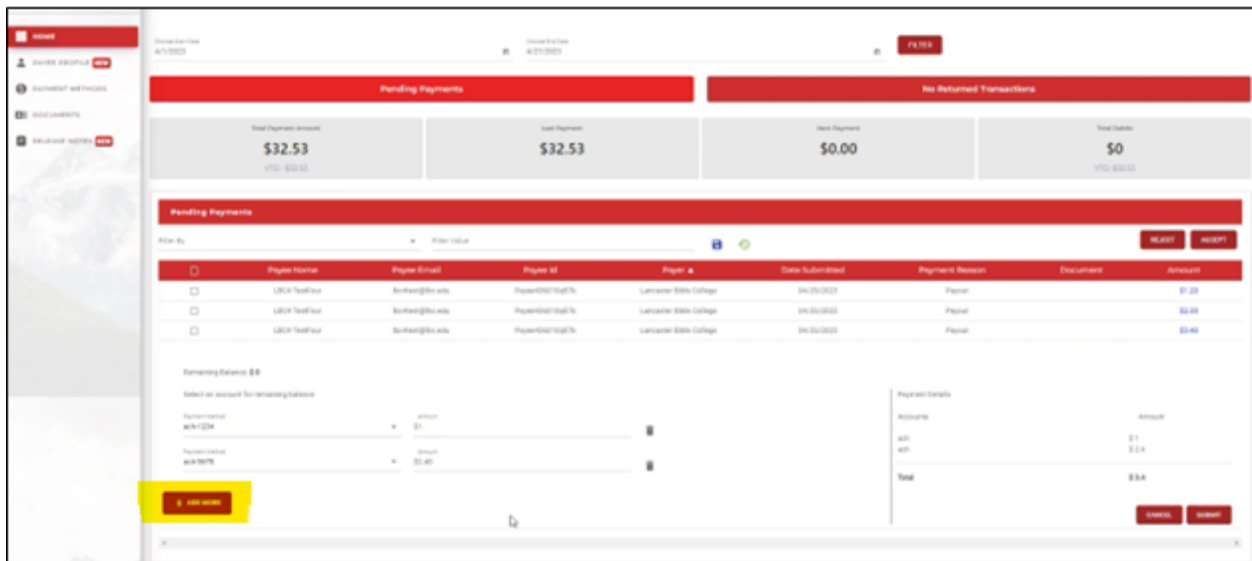


- h. On the HOME page, you will find the Pending Payments tab.
- i. Select a single refund to a single disbursement method (or it will automatically use the default)
 - a. NOTE: if a check is selected, no overnight option is available; the check will be mailed to the address currently on file with LBC – if your address needs updated, please email studentaccounts@lbc.edu
- j. Click 'SUBMIT'





- k. To disburse funds to more than one account, click '+ ADD MORE' and select from options already added in payment methods. Separate funds to specific accounts and amounts.
- l. Click 'SUBMIT'




- m. Reminder emails and texts are sent to students who do not act on their pending payments. Below is a sample email students will receive once they have accepted their pending payment(s).
- n. After 5 days, students who take no action on their pending payments will automatically have their refund mailed to them via check. No overnight option is available.
- o. Students may contact Solutions (solutions@lbc.edu) or Student Accounts (studentaccounts@lbc.edu) with questions

Lancaster Bible College: Pending Refund Reminder

ⓘ This message was identified as junk. It's not junk | [Show blocked content](#)

ⓘ The identity of this sender has not been verified. [Click here to learn more](#)

 **support@kyckglobal.com**
To: ○ LBC4 Test 🗨️ ↶ ↷ ⋮
Tue 4/25/2023 10:48 PM

Hello LBC4 TestFour,

A refund in the amount of \$ 1.20 has been issued to your account. Please follow this [link](#) to log in and approve this refund. If you have not done so already, you will need to input your financial details in order to accept the payment for timely processing.


Sincerely,
Lancaster Bible College
(717) 569-7071
Solutions@lbc.edu

↶ Reply ↷ Forward

Lancaster Bible College: Refund Processed

ⓘ This message was identified as junk. It's not junk | [Show blocked content](#)

ⓘ The identity of this sender has not been verified. [Click here to learn more](#)

 **support@kyckglobal.com**
To: ○ LBC4 Test 🗨️ ↶ ↷ ⋮
Thu 4/27/2023 9:24 AM

Hello LBC4 TestFour,

Your refund from Lancaster Bible College is on its way.

Amount: 2.40

Thank you,
Lancaster Bible College
(717) 569-7071
Solutions@lbc.edu