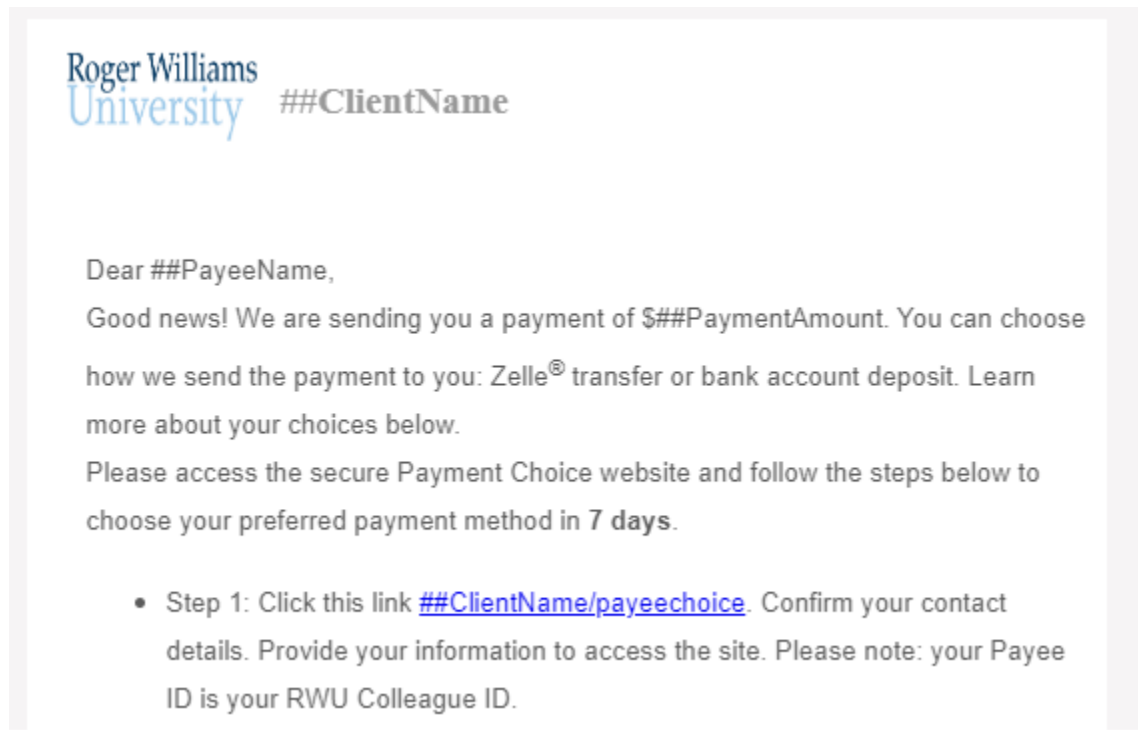


# RWU's New Payee Choice Platform

When you are expecting to receive a payment or reimbursement from RWU, and that payment has been processed, you will receive an email from US Bank's Payee Choice platform with RWU's insignia. It will look similar to the email below:



Click on the link in Step 1: of the email to set up your account. You will be directed to the RWU Payee Choice Website similar to below:

## Welcome to RWU's Payee Choice Portal

Please enter your login credentials below.

### Sign Up

Payee ID  Text me a validation code

Text message with a verification code has been sent on your registered mobile number. Code is valid for 15 mins only.

Mobile Number

[Resend Code](#)

[Privacy Policy](#) | [Terms of Service](#)

Enter Code

Last Name

Email

You can set up your account by selecting Payee ID (your colleague student ID) or you can have a validation code texted to you.

On the next page you will create your profile, see below: (Please note your User ID is an ID that you will create, it is not your Colleague ID!!!)

## Create profile

Create your login credentials

User ID

Password

Confirm Password

Choose a secret question

Answer

**Continue**

Once you set up your profile, you will be prompted to select your payment preference. If you select Zelle, please be sure that you add your RWU email address to your Zelle profile. This is the only way that the system will know that it is you. If you select ACH, please ensure you carefully enter your account and routing number in the next screen. (Please note, your ATM number is not your account number)

[← Back](#)

Welcome,

**Jocelynn**

Select your preferred payment option

## Payment Preference

Select your preferred payment option

Bank Account

Zelle®

The email address or mobile phone number used for this payment is not yet enrolled with Zelle®. You will receive an email from U.S.Bank with instructions on how to enroll with Zelle® to receive payments.

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**Submit**