University of Kansas Financial Responsibilities Agreement and the Consent to Conduct University Business Electronically *NOTE: This is an instruction document only, contract wording may vary from year to year.* 

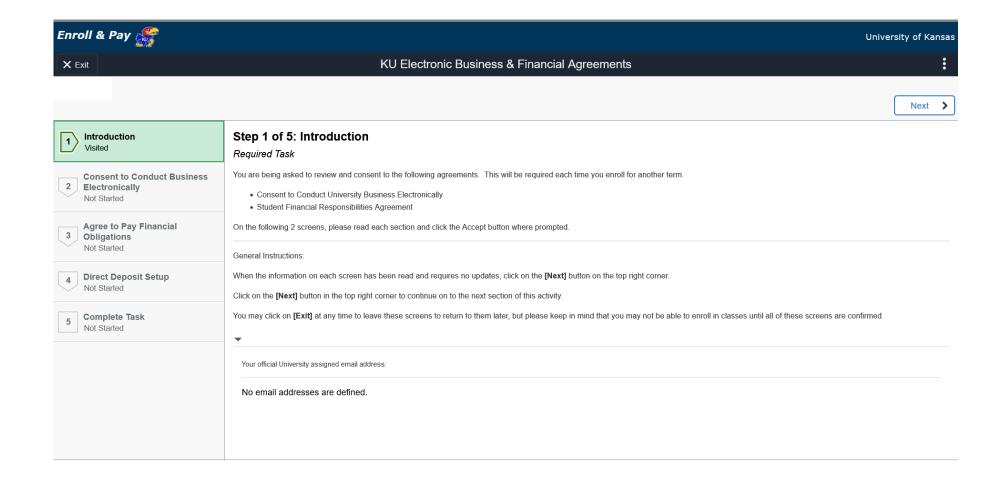
All University of Kansas/University of Kansas Medical Center students are required to confirm the following agreements for each term they are enrolled:

- Consent to Conduct University Business Electronically
- Student Financial Responsibilities Agreement

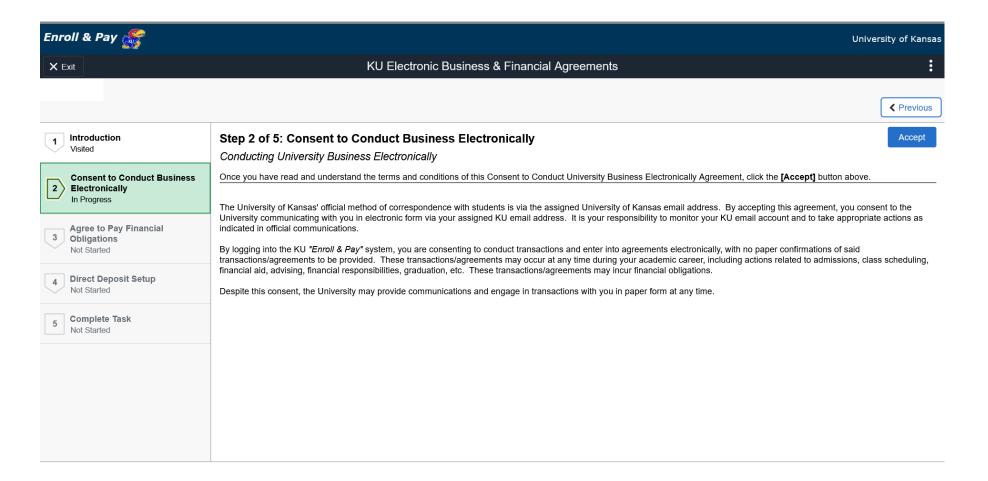
When you click on the Manage Classes Tile and enroll for the first time or you click on the Student Financials Tile and view your account within Enroll & Pay, you will automatically be directed to complete the agreements.

There are 4 steps to the Agreements. The Student Task WorkCenter on the left-hand side of the page tracks and displays your progress. You may exit at any time by clicking the Exit button in the upper right-hand corner of the page, however, the next time you attempt any Class or Account related activity, you will automatically be returned to the next step to complete the agreement process.

1. The Introduction – Read the text and click the "Next" button when it becomes available.

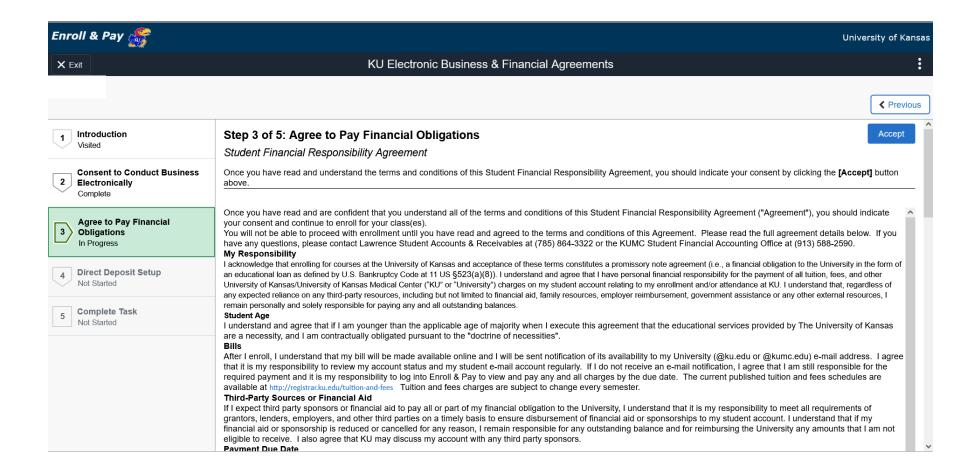


2. Electronic Communications and Business Agreement – Read the text and click the "Accept" button in the top right corner then click the "Next" button when it becomes available.

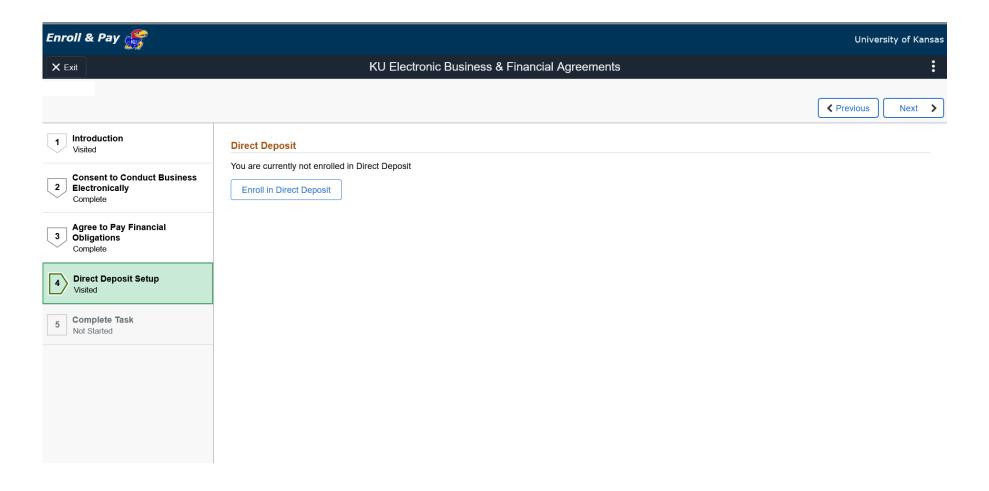


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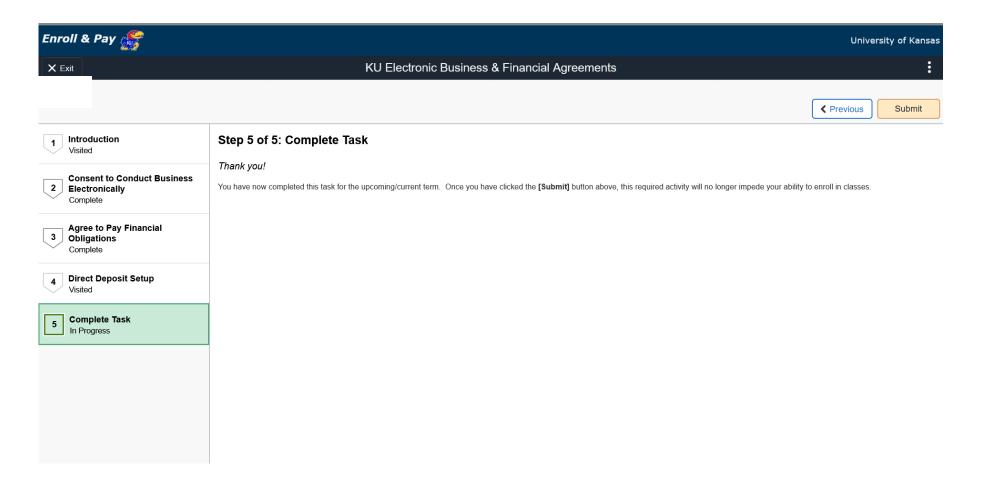
3. Financial Responsibility Agreement – Read the text and click the "Accept" button in the top right corner then click the "Next" button when it becomes available.



## 4. Direct Deposit Setup



5. Complete Task – Read the final statement and click the "Submit" button when you are done.



For more information or to read the full text of each agreement, please visit the Student Accounts & Receivables website for Lawrence/Edwards Campus students (<a href="https://sar.ku.edu/">https://sar.ku.edu/</a>) or the Student Financial Accounting website for KUMC students (<a href="https://www.kumc.edu/finance/student-financial-accounting.html">https://www.kumc.edu/finance/student-financial-accounting.html</a>).