

Loans Portal Guide


for Students
USD 2024



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 Questions? Please reach out to us at: usloans@convera.com

What's New

2024: Students now have the option of entering USD details. Previously, it was only British pounds (GBP). 3

Loans Portal Student View

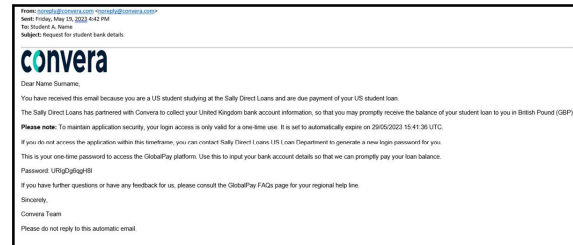
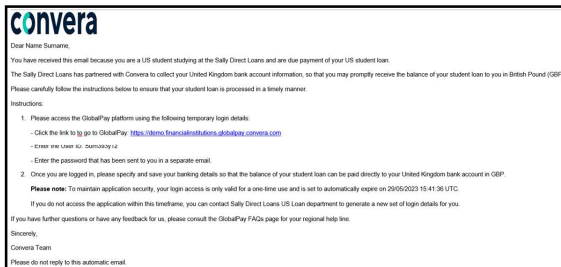
A Loans Portal Data Management user invites students to submit their bank details, so that the remainder of your student loan payment can be delivered by Bank Transfer. The system emails a query to you directly using the email given in the Student file. You can then provide banking details so that money can be put by EFT /Wire into your account.

2024: Students now have the option of entering USD details. Previously, it was only British pounds (GBP).

- Two emails from noreply@convera.com will provide the student with 1) a temporary account, and 2) a temporary password, to logon to provide banking details.



The logon and password emails are only effective for one log on session. Also, it will expire in 10 days.



- Then log into the portal using the user ID and password provided.

Please add or amend your personal information by clicking on the EDIT buttons below.

EDIT Beneficiary

Beneficiary Details Beneficiary Address Bank Account Details Payment Options Submit & Review

| Beneficiary Name | | Beneficiary Type | Bank Country | Currency | Familiar Name | Payer ID | |
|------------------|--|------------------|---------------|-------------|-----------------|----------|------|
| First/Last Name | | | United States | U.S. Dollar | First/Last Name | 96912 | EDIT |

Beneficiary Address

Address

481 Street, New York, New York, 1238, United States

EDIT

Bank Account Details

| BANK/Account Number | Currency | Bank Name | Address | SWIFT Code | Federal Routing Code | ACH Routing Code | |
|---------------------|-------------|-----------|---------------|------------|----------------------|------------------|------|
| | U.S. Dollar | | United States | | | | EDIT |

Payment Options

Payment Purpose

EDIT

ADD CORRESPONDENT BANK Convera

HISTORY

- You will see your own identification and bank account information. Click **EDIT** at the end of a row to add or change this information.

| Bank Account Details | | | | | | |
|----------------------|----------|-----------|---------------|------------|-----------|-------------|
| IBAN/Account Number | Currency | Bank Name | Address | SWIFT Code | Sort Code | |
| | USD | | United States | | | EDIT |

- To provide a bank, please either search the bank details or enter these details manually, then **SELECT** your bank.

| Bank Account Details | | | | | |
|-----------------------------|-------------|--------------|------------------------|---------------|---------------|
| Bank Name | SWIFT Code | Routing Code | Address | | |
| THE BANK OF NEW YORK MELLON | IRVTUS3NXXX | 021000018 | 240 GREENWICH STREET | SELECT | SELECT |
| THE BANK OF NEW YORK MELLON | IRVTUS3NXXX | 021000018 | 144 GLENN CURTISS BLVD | SELECT | SELECT |

- Then, your must add your bank account number to the information.

| Bank Account Details | | | | | |
|----------------------|-----------------------------|----------------------|----------|-------|----------|
| Account Number | Bank Name | Street Address | City | State | Zip Code |
| 123456789 | THE BANK OF NEW YORK MELLON | 240 GREENWICH STREET | NEW YORK | NY | 10286 |
| ACH Routing Code | SWIFT Code | Fedwire Routing Code | | | |
| 021000018 | IRVTUS3NXXX | 021000018 | | | |

- Then, click to **EDIT** Payment Purpose and select *Loan Disbursement* and **SAVE**.

| Bank Account Details | | | | | | |
|----------------------|-------------|-----------|---------------|------------|----------------------|------------------|
| IBAN/Account Number | Currency | Bank Name | Address | SWIFT Code | Fedwire Routing Code | ACH Routing Code |
| | U.S. Dollar | | United States | | | |

| Payment Options | |
|--|-------------|
| Payment Purpose | EDIT |
| <input type="text" value="Loan Disbursement"/> | |
| CANCEL | SAVE |

| | |
|-------------------------------|----------------|
| ADD CORRESPONDENT BANK | CONFIRM |
|-------------------------------|----------------|

- When you have finished entering the information correctly, and clicked CONFIRM, a message will display indicating success.

1 Beneficiary Details
2 Beneficiary Address
3 Bank Account Details
4 Payment Options
5 Submit & Review

Beneficiary Details

| Beneficiary Name | Beneficiary Type | Bank Country | Currency | Familiar Name | Payer ID | |
|------------------|------------------|---------------|----------|---------------|----------|----------------------|
| Name Surname | | United States | USD | Name Surname | 222222 | EDIT |

Beneficiary Address

| Address | |
|-------------------------|----------------------|
| New York, United States | EDIT |

Bank Account Details

| IBAN/Account Number | Currency | Bank Name | Address | SWIFT Code | Sort Code | |
|---------------------|----------|--------------|-----------------------------|------------|-----------|----------------------|
| ***** | USD | US Bank Name | US Bank Address, State, USA | US SWIFT | 090321 | EDIT |

Payment Options

| Payment Purpose | |
|-------------------|----------------------|
| Loan Disbursement | EDIT |

ADD CORRESPONDENT BANK
CONFIRM

Edit Beneficiary

x

| | |
|---|---|
| <p style="font-size: 10px; margin: 0;">Beneficiary Status</p> <p style="font-size: 14px; margin: 0; color: #00a651;">✔ Success</p> | <p style="font-size: 10px; margin: 0;">Description</p> <p style="font-size: 12px; margin: 0;">Your information has now been submitted to your institution for payment processing.</p> |
|---|---|



For more information

convera.com

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