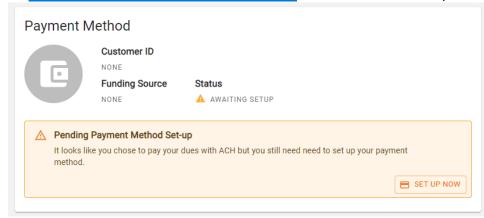
1. Open a new browser window and have the user log in to https://feacms.floridaea.org/portaland click the "Set Up Now" button:



- 2. Click "Get started"
- 3. On the "Select your institution" screen, <u>scroll to the bottom of</u> <u>the window and do not select your institution.</u> Then select "Link with account numbers":
- 4. Then enter the routing number, account number, the full name as listed on the bank account, type of bank account and continue through the process.
- Remember to come back to the portal link in a couple of days after the microdeposit process completes with your bank: https://feacms.floridaea.org/portal/signin

