GOOD THINGS TO KNOW

How to Make a Principal Payment from an External Account into CCU

If you'd like to make a principal payment to your CCU loan from an external account, follow these easy steps to transfer funds into a CCU account first (transfers are typically processed within one business day), then complete the payment to your loan.

Please Note: Principal payments are only available if your loan is current.

Step 1: Transfer Funds from External Account to CCU Account:

1. Login to your Online Banking account.



3. Enter the transfer details:

- o From: Select your External Account
- o To: Select your CCU Deposit Account
- o Amount: Enter the desired amount
- o Frequency: Choose your preferred transfer frequency.
- o Send On/Deliver By Date: Select the date for the transfer.
- 4. Select Transfer Funds to complete this transfer.

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Step 2: Make a Principal Payment to Your Loan

5. Navigate to **Payments > Credit Card or Loan Payment**

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6. Enter the payment details:

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- o From: Select your CCU Deposit Account.
- o **To:** Choose your **loan account.**
- o Payment Type: Click to select Principal Only Payment.
- o **Amount:** Enter the amount you wish to apply to the principal.
- o **Date:** Select the payment date.
- 7. Select Submit to complete your payment.

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