

Loans Portal Guide


for Students
GBP 2024



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

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.

1. 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.

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Dear Name Surname,

You have received this email because you are a US student studying at the Sully Direct Loans and are due payment of your US student loan.

The Sully Direct Loans has partnered with Convera to collect your United Kingdom bank account information, so that you may promptly receive the balance of your student loan to you in British Pound (GBP).

Please carefully follow the instructions below to ensure that your student loan is processed in a timely manner.

Instructions:

1. Please access the GlobalPay platform using the following temporary login details:
 - Click the link to go to GlobalPay: <https://demo.financialinstitutions.globalpay.convera.com>
 - Enter the User ID: Sun303y12
 - Enter the password that has been sent to you in a separate email.
2. Once you are logged in, please specify and save your banking details so that the balance of your student loan can be paid directly to your United Kingdom bank account in GBP.

Please note: To maintain application security, your login access is only valid for a one-time use and is set to automatically expire on 29/05/2023 15:41:36 UTC.

If you do not access the application within this timeframe, you can contact Sully Direct Loans US Loan department to generate a new set of login details for you.

If you have further questions or have any feedback for us, please consult the GlobalPay FAQs page for your regional help line.

Sincerely,
Convera Team

Please do not reply to this automatic email.

From: noreply@convera.com <noreply@convera.com>
Sent: Friday, May 24, 2023 4:42 PM
To: Student A Name
Subject: Request for student bank details

convera

Dear Name Surname,

You have received this email because you are a US student studying at the Sully Direct Loans and are due payment of your US student loan.

The Sully Direct Loans has partnered with Convera to collect your United Kingdom bank account information, so that you may promptly receive the balance of your student loan to you in British Pound (GBP).

Please note: To maintain application security, your login access is only valid for a one-time use. It is set to automatically expire on 29/05/2023 15:41:36 UTC.

If you do not access the application within this timeframe, you can contact Sully Direct Loans US Loan Department to generate a new login password for you.

This is your one-time password to access the GlobalPay platform. Use this to input your bank account details so that we can promptly pay your loan balance.

Password: UR1gYg1g18!

If you have further questions or have any feedback for us, please consult the GlobalPay FAQs page for your regional help line.

Sincerely,
Convera Team

Please do not reply to this automatic email.

2. 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 PRINT

1 2 3 4 5

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

Beneficiary Name	Beneficiary Type	Bank Country	Currency	Familiar Name	Payer ID	
Name Surname		United Kingdom	British Pound	Name Surname	222222	EDIT

Beneficiary Address

Address	
UK address	EDIT

Bank Account Details

IBAN/Account Number	Currency	Bank Name	Address	SWIFT Code	Sort Code	
	British Pound		United Kingdom			EDIT

Payment Options

Payment Purpose	
	EDIT

ADD CORRESPONDENT BANK CONFIRM

- 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		
	British Pound		United Kingdom				EDIT

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

Bank Account Details							
Search by Bank Detail		Search by IBAN		Enter Bank Details Manually			
Show 10 per Page ▾							
Bank Name	SWIFT Code	Routing Code	Address				
⌵ SANTANDER UK PLC	ABBYGB2LXXX	090217	BRIDLE ROAD	SELECT			

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

Bank Account Details							
Search by Bank Detail		Search by IBAN		Enter Bank Details Manually			
Account Number *	Bank Name *	Street Address	City				
<input type="text"/>	SANTANDER UK PLC	BRIDLE ROAD	LIVERPOOL				
County	Post Code	SWIFT Code	Sort Code				
MERSEYSIDE	L69 3TH	ABBYGB2LXXX	090217				
CANCEL & START AGAIN			BACK		NEXT		

- 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	
	GBP		United Kingdom				EDIT

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


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

Beneficiary Details		Beneficiary Address		Bank Account Details		Payment Options		Submit & Review	
Beneficiary Details									
Beneficiary Name	Beneficiary Type	Bank Country	Currency	Familiar Name	Payer ID				
Name Surname		United Kingdom	British Pound	Name Surname	222222	<input type="button" value="EDIT"/>			
Beneficiary Address									
Address									
UK address									<input type="button" value="EDIT"/>
Bank Account Details									
IBAN/Account Number	Currency	Bank Name	Address	SWIFT Code	Sort Code				
.....	GBP	SANTANDER UK PLC	BRIDLE ROAD, LIVERPOOL, MERSEYSIDE, L30 4GB, United Kingdom	ABBYGB2LXXX	090321	<input type="button" value="EDIT"/>			
Payment Options									
Payment Purpose									
Loan Disbursement									<input type="button" value="EDIT"/>
									<input type="button" value="ADD CORRESPONDENT BANK"/> <input type="button" value="CONFIRM"/>

[Edit Beneficiary](#)

Beneficiary Status	Description	✕
Success	Your information has now been submitted to your Institution for payment processing.	



For more information

convera.com

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