



HSA Transfers & Contributions

It's easy with HSA Bank's Free Internet Banking.

It's easy to manage your HSA contributions and transfers through HSA Bank's Internet Banking website.

Enroll in Internet Banking

1. Go to www.hsabank.com/InternetBanking and click "Sign-up".
2. Enter the required information, including a username and password, and click "Continue". You will need your eight digit HSA account number and Social Security Number to sign up for Internet Banking.
3. HSA Bank will email you a link to verify the validity of your email address. You will not be able to access your account online until this step is complete!
4. Log in to Internet Banking by entering your username, password and security answers.

Set Up Online Transfers/Contributions

1. To set up an external transfer account, log in to Internet Banking and click on "Transfers" and "Transfer Accounts" in the menu. Then click on the "Add" button.
2. Provide either checking or savings account information from your external bank account. For a checking account, you can obtain the routing number and account number from your checks. For a savings account, please contact your financial institution for the routing number and account number.
3. After you submit your bank account information, wait for HSA Bank to make a small deposit in to your account and an equivalent withdrawal from your account. HSA Bank will complete these transactions within three business days.
4. Monitor your external account for these two HSA Bank transactions. Take note of the transaction amount – you will be asked to verify your account by entering this amount in Internet Banking.
5. To verify your account, log in to Internet Banking and click on "Transfers" and "Transfer Accounts" in the menu. Select the external savings or checking account, and then enter the amount of the deposit/withdrawal. This verifies that your external account was set up properly. You are now ready to make online transfers/contributions!

Make Online Transfers/Contributions

1. Log in to Internet Banking.
2. Click on "Transfers" and "Schedule Transfers" in the menu.
3. Select "Click Here", then complete the transfer information by selecting a "from account" and a "to account."
4. Enter the amount you would like to transfer.
 - Transfers to or from an external checking or savings account may be scheduled on a one-time or recurring basis.
 - Transfers to or from an investment account (opened through HSA Bank) may be scheduled on a one-time basis.
5. After you set up an online transfer, HSA Bank will send you a confirmation email.

For assistance, please contact the Client Assistance Center



800-357-6246

Monday – Friday, 7 a.m. – 9 p.m., and Saturday 9 a.m. - 1 p.m., CT

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