



MAIL TO:

Student Billing & Receivables  
DD Program  
Michigan State University  
Hannah Administration Building  
426 Auditorium Rd Rm 140  
East Lansing, MI 48824

### Michigan State University Direct Deposit Form

I (we) authorize Michigan State University to initiate electronic deposits, and if necessary, withdrawals and adjustment for any deposits made in error to the account. I (we) understand that if I (we) change banks I (we) must contact the Student Billing & Receivables Office in writing to process updates to my direct deposit account. This authorization will remain in effect until Michigan State University receives notice of termination or I (we) CANCEL the enrollment. In order to process your direct deposit, MSU will exchange key banking information including social security number through a secure electronic transmission.

I will not transfer the entire amount of my direct deposit (ACH) from a United States financial institution to a financial institution in another country or to a foreign financial institution that has a branch office in the United States prior to contacting [student.receivables@ctrl.msu.edu](mailto:student.receivables@ctrl.msu.edu).

<b>Enrollment Type</b>	Changed	New
<b>Student Name</b>	_____	
<b>Student PID</b>	_____	
<b>Account Type</b>	Checking	Savings
<b>Routing &amp; Transit Number</b>	_____	
<b>Account Number</b>	_____	
<b>Account Holder's Phone Number</b>	_____	
<b>Account Holder's Name</b>	_____	

**Please attach a voided check or deposit slip with imprinted name.**

\_\_\_\_\_  
Student Signature/Date

\_\_\_\_\_  
Account Holder's Signature/Date