

# COLGATE UNIVERSITY

## DIRECT DEPOSIT AUTHORIZATION FORM FOR STUDENTS

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This authorization will remain in effect until the Payroll Dept. receives written notification to end this service

Date: \_\_\_\_\_

### STUDENT INFORMATION

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Signature: \_\_\_\_\_

### FINANCIAL INSTITUTION INFORMATION

Bank Name: \_\_\_\_\_

Bank Routing Number: \_\_\_\_\_  
(9-digit number)

Bank Account Number: \_\_\_\_\_  
(not the 16-digit debit card number)

Account type (circle one):      Checking      or      Savings

**Please return the completed form to the Payroll Dept. located in James B Colgate Hall**

To safeguard personal information do not e-mail this form as it contains sensitive data

**E-MAILED FORMS WILL NOT BE ACCEPTED**

This section for Payroll staff use only

Completed by \_\_\_\_\_ Date \_\_\_\_\_