



STUDENT EMPLOYEE DIRECT DEPOSIT AUTHORIZATION/CHANGE

I authorize Bryant University and my bank, named below, to deposit my net pay automatically to checking or savings. Also, my employer is authorized to adjust any over-deposits made to my account and I will not hold my bank liable for deposits or adjustments made by my employer.

My account number is _____ Bank Transit Routing # _____
* (see below)

Bank Name _____ State _____

Please identify what additional action is required by checking any/all boxes that apply:

- Add new account.
- Stop current direct deposit to checking account number
- Stop current direct deposit to savings account number

Employee Signature _____ Date _____

Printed Name _____ Cell Phone # _____

Student ID No. _____ Email Address _____

This completed form should be returned to the Human Resources office or emailed to humanresources@bryant.edu

*** To obtain 'bank routing number', please contact your bank. You may also be able to determine the number by logging onto your bank's website. In any event, you must supply the routing number before we can successfully engage the direct deposit procedure. (Get the number for PAPER DEPOSITS, not WIRE deposits)**

Please note, if you supply any incorrect account numbers, you will be liable.