

Northeast Ohio Medical University

Direct Deposit Authorization Agreement

New Authorization

Change in existing authorization

STUDENT INFORMATION

Legal Name (Last, First, Middle Initial)

Student Identification Number

Current Address: _____
(Street) (City)

(State) (Zip Code)

Telephone Number

Email Address

I hereby authorize Northeast Ohio Medical University and the DEPOSITORY named below, to initiate direct deposit entries and to initiate, if necessary, reversal entries to adjust for any deposit entries made in error to my account also indicated below.

This authorization is to remain in full force and effective until NEOMED has received written notification from me of its termination, or in such time and in such manner as to afford NEOMED and DEPOSITORY a reasonable opportunity to act on it. I further understand NEOMED maintains the right to terminate, suspend or amend the Direct Deposit program in whole or in part at any time.

When signing up for this method of receiving monies, I will notify NEOMED of any changes in my designated account in a timely fashion.

Student's Signature

Date

DEPOSITORY INFORMATION

**Please attach one of the following that identifies the account number
and the depository institution transit routing number:**

Voided Check

Copy of Savings Account Card

Letter from Financial Institution

Name of Financial Institution

Institution Transit Routing Number

Branch

Institution Account Number

City, State, Zip

Type of Account:

Checking Account

Savings Account

Return this authorization form and supporting documentation to the NEOMED Accounting Department by either:

USPS mail to NEOMED, Accounting Department, 4209 SR 44, Rootstown, OH 44272

Secure File Upload through Student Self-Service by:

1. Log onto Student Self-Service (apps.neomed.edu)
2. On the main page, select All Users
3. Select the Secure Document Upload.
4. Select the ACCT Direct Deposit Authorization option. Upload the Direct Deposit Authorization and supporting documentation, preferably combined into one file. If this cannot be done, you will need to submit one document per upload.