



# Application for Direct Deposit



All student refunds are made by direct deposit to a checking or savings account.  
If you are a student worker, please check the payroll box on this form.

Direct Deposit applications **MUST** be accompanied by **ONE** of the following back-up documents:

- ★ Voided check or Mock Check  
**(NO DEPOSIT SLIPS)**
- ★ Bank account Information Card  
**(NOT YOUR DEBIT CARD)**
- ★ Direct Deposit Authorization from your bank
- ★ Letter from your bank on official letterhead providing account and routing numbers

Please return this form in one of the following ways:

**In Person:** Student Accounts Office  
Room 340 of the Administration Building

**By Mail:** 2501 N. Blackwelder  
Oklahoma City, OK 73106  
Attn: Student Accounts

**BLUELINK:** Upload your form **AND** back-up document by using the **Document Upload System** found on the Student Financial Services tab In your BlueLink!

**EMAILED DOCUMENTS WILL NOT BE ACCEPTED!**

## Authorization for Direct Deposit

I hereby authorize Oklahoma City University and the Financial Institution (bank) named below to electronically deposit funds to my:

Checking

Savings

Account as indicated below, any refunds from my Student and/or Payroll

Payroll (Check here if you are a student employee)

Financial Institution (Bank) Name: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Nine Digit Routing/Transit Number: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

This authorization will remain in effect until Oklahoma City University has received written notification from me, the student, of its termination in such time and manner as to afford Oklahoma City University a reasonable opportunity to act on it. In no event shall termination be effective with respect to entries processed prior to receipt of notice of termination.

Student Name: \_\_\_\_\_ Last 4 of SSN: \_\_\_\_\_

OKCU Student ID Number (B#): \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_