

Northwestern State University

AUTHORIZATION FOR ELECTRONIC DISBURSEMENT OF FUNDS

IMPORTANT NOTE: A voided blank check or letter from your bank must be submitted with this form. A letter from your bank must be on bank letterhead and include your name, account number, and routing number. (Bank statements are NOT a form of verification and will NOT be accepted.)

Student Name (Print): _____ Student ID: _____

Phone Number: _____ NSU E-Mail: _____

Address: _____

City: _____ State: _____ Zip: _____

This authority will remain in effect until I give written notice to revoke it or until the bank notifies Northwestern State University that the account has been closed or I cease to be enrolled at the University. *This includes my authorization to Northwestern State University to reverse any direct deposit entries made in error.*

PLEASE STATE YOUR INTENT BY SELECTING ONE OPTION BELOW:

- _____ Establish a Direct Deposit Record
- _____ Revoke/Remove my Existing Direct Deposit Record
- _____ Change My Existing Direct Deposit Information

PLEASE SPECIFY YOUR FINANCIAL INSTITUTION BY SELECTING ONE AUTHORIZATION BELOW:

_____ **I am a BOM Account Holder.** I authorize Northwestern State University to electronically direct deposit the net proceeds of my financial aid and any other credit balance refunds into my BOM account.

_____ **I am established with another bank/financial institution.** I authorize Northwestern State University to electronically direct deposit the net proceeds of my financial aid and any other credit balance refunds into the following account established with _____.

Insert name of financial institution here.

Student Signature: _____ Date: ____ / ____ / ____

Please return this form to the Cashiers Office, St. Denis Hall, or mail to
Northwestern State University, Student Accounting & Cashiering, P.O. Box 5669, Natchitoches, LA 71497.
You may also fax it to 318-357-5906. E-Mail is NOT a preferred method of delivery.