



National Business Office

To be completed by student:

- New ACH/Direct Deposit Entry
- Update ACH/Direct Deposit Entry

Student ID#: _____
(Official Use Only)

STUDENT ONLY DIRECT DEPOSIT AGREEMENT

All financial payments from Hebrew Union College-JIR National Business Office will be ACH/Direct Deposited via electronic transfer into the USA banking account of my choice. **No ACH/Direct Deposit Funds nor Wire transfers can be transferred to accounts outside of the USA.** This agreement will remain in effect until amended, or terminated in writing by me, or until this service is no longer available through the College.

IMPORTANT NOTICE

A COPY OF A VOIDED CHECK OR COPY OF ELECTRONIC STATEMENT DISPLAYING THE INFORMATION SPECIFIED BELOW MUST ACCOMPANY THIS FORM. FORMS SUBMITTED WITHOUT THE REQUESTED INFORMATION WILL NOT BE PROCESSED.

Complete all sections marked with an asterisk (*).

***ACH/Direct Deposit will be for the following payments:**

1. Student Billing (Student Loans Disbursements)
2. Accounts Payable (Awards/Fellowships/Stipends/Student Expenses/Students Reimbursements)

Please print legibly or type.

*Account Holder's Name: _____

*Direct Deposit to (bank name): _____

*Routing Number: _____

*Checking Account Number: _____

*Current Mailing Address: _____

*E-mail Address: _____

My signature below confirms that I agree to have all funds deposited in the banking account as seen above.

Should there be any changes to the banking account information submitted, I will forward all changes to the National Business Office.

*Date

*Signature

Please send the completed form and attachments to:

Hebrew Union College – Jewish Institute of Religion
Attention: National Business Office
3101 Clifton Avenue
Cincinnati, OH 45220
Fax #: (513) 221-2369
E-mail: sroper@huc.edu

If you have any questions, please contact Stacey Roper at (513) 487-3213, (800) 488-8720 ext. 3213 or e-mail sroper@huc.edu.