Direct Deposit Instructions

Step 1: Log-on to https://home.cunyfirst.cuny.edu -> Student Center

Step 2: Add bank account information

*Please enter your Bank Code (Routing No.) – VERIFY WITH YOUR BANKING INSTITUTION

Step 3: Proceed to direct deposit enrollment process
Step 4: Add direct deposit

**Enroll in Direct Deposit**

**Add Direct Deposit**

Select a financial institution to designate as direct deposit.

<table>
<thead>
<tr>
<th>Account Nickname</th>
<th>Distribution Type</th>
<th>Amt./Pct.</th>
<th>Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>test bank-8777</td>
<td>Balance</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Step 5: Read and accept agreement**

**Enroll in Direct Deposit**

**Agreement**

Review the financial institution information and agreement. Click Submit to complete the Direct Deposit enrollment. If you would like information about CUNY's Scholar Support Card program, please visit the CUNY Scholar Support Card site.

<table>
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<th>Financial Institution Name</th>
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Currency used is US Dollar

You are about to enroll in Direct Deposit for your refund and/or Work Study checks. Signing up for direct deposit will allow excess from financial aid refunds, Work Study and over payments applied to your student account to be deposited directly into your checking, savings or Scholar Support Card account. You will receive your funds faster through this process instead of a check mailed to you.

I hereby authorize in accordance with the rules and regulations of the National Automated Clearinghouse Association (“NACHA”) my institution to credit any payments due to me via automated clearinghouse electronic fund transfer (“ACH”) to the account(s) referenced above.

You may change your account information as necessary through self-service. Payments made through this process will be available in your account depending on timing of this submission.

We recommend that you print this page to retain a copy of this agreement for your records.

The agreement is dated: 07/14/2015

Yes, I agree to the terms and conditions of this agreement.
Confirmation of direct deposit enrollment

Enroll in Direct Deposit

Result

Congratulations! You are now enrolled in direct deposit.
View the summary below.

Account Nickname

test bank-8777

Go To Direct Deposit Summary