



UNIVERSITY OF COLORADO  
AT COLORADO SPRINGS

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## DIRECT DEPOSIT AUTHORIZATION

(NOT PAYROLL)

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Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MI \_\_\_\_\_ Student ID Number \_\_\_\_\_

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Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Telephone Number \_\_\_\_\_

Direct Deposit – Automatic deposit of my University of Colorado at Colorado Springs credit balance from my tuition and fee account to my checking or savings account at the financial institution listed below.

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

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

**Please check one:**       CHECKING       SAVINGS

**YOU MUST ATTACH A VOIDED BLANK CHECK TO THIS AUTHORIZATION.**

*I hereby authorize the University of Colorado at Colorado Springs to deposit all credit balances from my tuition and fee account via electronic transfer of funds. This authorization will remain in effect until cancelled in writing. A new authorization must be completed if I change my account, close my account, or change financial institution.*

I understand:

- Direct deposit transactions will be sent to the bank
- The University will e-mail me a confirmation of funds deposited
- No refunds may be picked up in person

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Student Signature \_\_\_\_\_

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Date \_\_\_\_\_

The University of Colorado will be disbursing **all refund amounts by means of Direct Deposit ONLY** (except under special arrangements).

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**COMPLETE and RETURN** this form to:      Student Financial Services Customer Service Desk  
Main Hall, Room 208  
P.O. Box 7150  
Colorado Springs, CO 80933-7150  
Fax: 719-262-3023

Questions? Contact the Loan Administration Office at 719-262-3398.