



Office of the Vice President
and Chief Financial Officer
Finance and Accounting Division
University Bursar
http://www.fa.ufl.edu

S113 Criser Hall
PO Box 114050
Gainesville, FL 32611-4050
352-392-0181
352-392-3448 Fax

DIRECT DEPOSIT AUTHORIZATION FORM

To Add or Change Direct Deposit Information

UFID Number: _____

Student Name: _____
(Please print)

Please check one:

- Add Direct Deposit Enrollment Change Direct Deposit Enrollment Information

Please attach **voided** check that includes the student’s name imprinted on the check or bank document with student’s name, checking account number and routing number for account verification.

Name of Financial Institution: _____

Telephone Number of Financial Institution: _____

9 – Digit Bank Routing Number: _____

Checking Account Number: _____

- Cancel authorization for Direct Deposit. Reason for cancellation: _____

I authorize the University of Florida to add or make changes as indicated above. This direct deposit is only valid for checking accounts only. I also understand that the University of Florida requires a reasonable amount of time to process this request.

Signature _____ Date _____

IMPORTANT

TO “ADD” OR “CHANGE” YOUR DIRECT DEPOSIT INFORMATION, ATTACH A NEW “VOIDED” BLANK CHECK OR BANK DOCUMENT SHOWING THE NEW ROUTING AND/OR CHECKING ACCOUNT NUMBER. DO NOT ATTACH A DEPOSIT SLIP SINCE BANKING CODES ARE NOT VALID FOR DIRECT DEPOSIT

(Please attach check here)

The form will need to be submitted in person, by mail or faxed to our office. If you have any questions regarding direct deposit, please call 352-392-0737 or visit University Bursar in S113 Criser Hall.

The Foundation for The Gator Nation

An Equal Opportunity Institution