



Student Employment Office
The University of Southern Mississippi
 118 College Drive, Box #5014
 Hattiesburg, MS 39406-0001
 601-266-4157 (phone) · 601-266-4160 (fax)

AUTOMATIC DEPOSIT REQUIRED

I authorize The University of Southern Mississippi to automatically deposit my payroll check into the bank and account number as indicated below.

***FOR CHECKING ACCOUNT, PLEASE ATTACH A VOIDED CHECK TO THIS FORM ***

*** FOR SAVINGS ACCOUNT, PLEASE ATTACH DOCUMENTATION PROVIDING BANK ADDRESS, ROUTING NUMBER AND ACCOUNT NUMBER ***

AUTHORIZATION

Bank Name: _____

Routing Number: _____

Account Number: _____ **Checking Account** **Savings Account**

Name(s) and Address as on account: _____

Phone Number: _____

*** THERE IS A ONE (1) MONTH PRENOTE PERIOD, WHICH MEANS NO DIRECT DEPOSIT THE FIRST MONTH ***

Employee Signature _____ **Employee ID** _____ **Social Security #** ____/____/____ **Date**

Student Employment Representative _____ **Date**

If a student does not have a checking or savings account, they may open one at the USM Credit Union. This will require a letter from the Student Employment Office verifying employment as a student worker at the University.

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Attach Voided Check Here: