DARE TO DO MORE

Bank Account & Direct Deposit.

Step 1. Navigate to: Self Service > Campus Finances > Manage My Bank Accounts

Step 2. On the My Accounts Bank Accounts Summary page, click the Add Account button

Step 3. Enter Nickname and Account Type

Step 4. Enter Bank Code (Routing Number) Account Number

Note: Select the View Semi-Check to assist in locating the Routing Number/Account Number.

Step 5. Click Next

Step 6. Select the checkbox "Yes, I agree to the terms and conditions of this agreement. Then Click Submit

Step 7. Click ENROLL IN DIRECT DEPOSIT.

Step 8. Select the Account Nickname to designate as direct deposit

Step 9. Click Next

Step 10. Click on Account Services/Bank Account tab, then click on Proceed to Enroll
Step 11. Click on drop down Menu and Select your bank, then click on Next

**Final Step Congratulations!**

Enroll in Direct Deposit

Result

> Congratulations! You are now enrolled in direct deposit.

View the summary below.

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**Step 12. Select** the checkbox “Yes, I agree to the terms and conditions of this agreement.

Then **Click Submit**