

Answers to Commonly Asked Questions

How will the money be sent to the bank? The funds will be sent electronically through the banking system in the same manner as direct deposit payroll. Electronic Funds Transfer (EFT) is safe, timely, and convenient.

Are there any reasons why the money would not be deposited to the bank?

If you close your account without providing a new authorization, the transfer will be rejected by the bank and delay your refund.

What if I want to cancel Direct Deposit? No problem, simply complete a new authorization form and indicate cancellation.

Can I designate more than one account for Direct Deposit? Can the money go to my parents account? No, all funds must be deposited in one checking account in the student's name.

What if my account is at an out-of-state bank? Direct Deposit can go to any financial institution within the United States.

When should I sign up? Since Direct Deposit can take up to two weeks to become effective, you should submit your authorization form immediately,

Direct Deposit will save you time and money!!

The Cashier Department now offers DIRECT DEPOSIT as a more convenient means of providing refund/residual checks to students. Instead of mailing a check, we will deposit the funds directly into your checking account.

The advantages are:

- ⇒ **Convenience**...no waiting on the mail or waiting in line to cash or deposit your check.
- ⇒ **Quick access**... the funds are available within three to five business days after the refund is recorded on my student account.
- ⇒ **Safety**... it prevents check loss or theft.

Signing up is easy...just complete the authorization on the reverse side, attach a voided check, and then sign and date the form. Mail your request to the address listed on the form. It's that easy!! Incomplete forms will not be processed.

If you have any questions, please contact the Cashier Department at (775)784-6915.

Direct Deposit will save you time



*Direct Deposit of
Student Account
Refunds*



Cashier Department

*Student Services
Building
Reno, NV 89557
(775) 784-6915*

