

Direct Deposit Authorization

You may elect to have your financial aid refunds and other refunds from your student account deposited directly into your checking account. To do so, complete this authorization form and return it to the student accounts office **with a voided personal check**. The schedule, barring bank holidays, for depositing refunds is as follows:

- Refunds requested **Tuesday through Thursday** will be deposited into your account by **Monday morning**.
- Refunds requested **Friday through Monday** will be deposited into your account by **Wednesday morning**.

DIRECT DEPOSIT AUTHORIZATION

I authorize SCAD to automatically deposit my refunds to my bank. If refunds are deposited to which I am not entitled, I authorize their electronic return or adjustment. This authorization remains in effect until SCAD receives **written cancellation** from me. In addition, **it is my responsibility to verify the availability of funds before making any transactions**.

Bank name

Student's name

SCAD email

SCAD ID number

Student's signature

Date / /

Return to:

Atlanta
1600 Peachtree St. NW, Atlanta, GA 30309
404.253.3400

Hong Kong
292 Tai Po Road, Sham Shui Po, Hong Kong
852.2253.8000

Savannah
Bradley Hall, 115 E. York St., Savannah, GA 31401
912.525.5820 (undergraduate) or 912.525.6315 (graduate)

Mail to:

SCAD Student Accounts Office
P.O. Box 2701
Savannah, GA 31402-2701

Email:

studentaccounts@scad.edu

Fax:

912.525.6210

Attach a voided check below.