

Office of Business Affairs · Office of Post Award Administration



Oregon State University 306 Kerr Administration Building

Corvallis, OR 97331

Dear Stipend Recipient,

Research Accounting now provides the option of direct deposit of your fellowship check directly into your banking account for your convenience. If this is something you would like to participate in, **please sign and date** the bottom of this memo, **read and fill out an ACH form and send along with a voided check (if checking account) to:**

Office of Post Award Administration

Attn: Fellowships

306 Kerr Administration Building

Corvallis, OR 97331

Keep in mind that this process may take a couple of months to initialize. Please realize that if you opt to have your fellowship stipend placed into your banking account as a direct deposit **all reimbursements** paid to you from Oregon State University will become direct deposits.

PLEASE FILL IN BELOW:

I, _____ would like to have my stipends checks paid to me as a direct deposit into my banking account. I realize that this process may take a couple of months to initiate. I also understand that if I select this option all reimbursements and stipends paid to me from Oregon State University will become direct deposits.

Signature

Date

You will be notified by e-mail when your direct deposit has been placed into your banking account.