



California Institute of Integral Studies DIRECT DEPOSIT AUTHORIZATION AGREEMENT

New**Change****Cancel**

Last Name	First Name	M.I.	Student ID Number
Phone Number			Date of Birth
Deposit into my: Checking Account (attached voided check; check must be imprinted with your name)			
Bank Name _____			

I hereby authorize California Institute of Integral Studies (CIIS) to make deposits via electronic fund transfer into my account. I understand that it will take fifteen working days from the date CIIS receives this Authorization Agreement to process this request.

This authorization is to remain in full force and effect until CIIS receives written notification from me of its termination in such time and such manner as to afford CIIS a reasonable opportunity to verify and act on it. A new authorization must be completed if I change my account, close my account, or change financial institutions.

I am responsible for repaying any funds that I receive in excess of my financial aid eligibility as a result of this authorization. My CIIS student account will be charged for any amounts received in excess of my financial aid eligibility or for any over-award. **In event that the exercise of this authorization for any reason results in an overpayment of funds due me, I hereby authorize CIIS to withhold a sum equal to the overpayment from future payments of financial aid.**

I agree that I am responsible for any funds transferred in accordance with this authorization. If any action taken by me, without adequate notification to the CIIS Business Office, results in non-acceptance of the funds transfer by my financial institution, I understand that CIIS assumes no responsibility for processing supplemental financial aid until the funds are returned to CIIS by my financial institution.

Signature _____ Date _____

NOTE: A VOIDED CHECK IMPRINTED WITH YOUR NAME MUST BE ATTACHED TO THIS FORM

Submit:

by mail to Business Office California Institute of Integral Studies 1453 Mission St., 4 th Floor San Francisco, CA 94103 For security purposes, CIIS requires that you have your email address on file for confirmation of this authorization.	in person at The Business Office You must present your Student ID Card.
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