



AUTHORIZATION FOR DIRECT PAYMENT

Please enter the information directly into the form and save a copy. Complete the online request to start a monthly payment plan process. You may also make your request via email to Sharon.Heap@augie.edu. Once one of those is completed, you will receive a secure link to upload the saved copy of this form. Once the form is received and the monthly payment amount has been calculated you will receive an email to confirm the amount of the monthly payments. This amount will then be charged to the bank account designated each month.

Student Name _____	Student ID Number _____
_____ (Name of Financial Institution)	_____ (Branch)
_____ (City) (State)	_____ (ZIP Code)
_____ (Account Holder Name - please print)	_____ (Phone Number)
_____ (Account Holder Address - please print)	_____ (Email Address)
_____ Last 4 digits of account	Pay Date 1st 15th (Please choose one)
_____ (Electronic Signature - please type full name)	_____ (Date)

By checking the box, you authorize the information you provided on this form to be used for creation of an ACH charge to the account listed below. You affirm that the information you provided is correct, that you are a signer on the account above and there are available funds to cover the amount of all future transactions. You also acknowledge the \$75 ACH plan fee and are aware that NSF fees will be imposed on any returned ACH payments.

AUTHORIZATION FOR DIRECT PAYMENT - CONTINUED

Student Name _____

Student ID Number _____

Bank Account No

Financial Institution Routing Number

Please select:

Checking

Savings