

Direct Deposit for REIMBURSEMENTS IS NOW AVAILABLE!

Direct deposit is a faster, simpler way to get your reimbursements for travel, mileage or professional development.

You can change or cancel direct deposit banking information at any time via the myRWU portal. Changes made by Thursday at 3pm will be effective the following week; a paper check will be generated until such changes become effective. Paper checks will be mailed to your current preferred mailing address.

Instructions for completing the form are as follows:

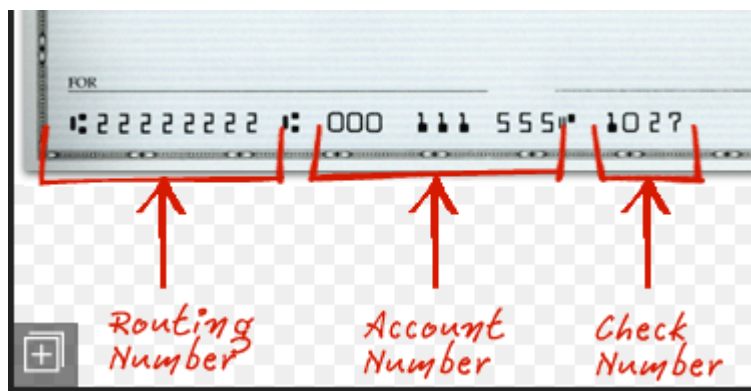
GO TO:

1. rwu.edu
2. Faculty and Staff
3. myRWU
4. Employees
5. Employee services - Employees
6. Financial Information
7. Bank Information

Complete the following information:

Routing Number	<input type="text"/>
Re-Enter Routing Number	<input type="text"/>
Bank Account Number	<input type="text"/>
Re-Enter Bank Account Number	<input type="text"/>
Account Type	<input type="text" value="v"/>
Receive payment advice via	<input type="text" value="v"/>

Routing numbers can be found on your check:



Banking information entered here is for accounts payable reimbursements only and does not transfer to the payroll department. If you would like direct deposit for your pay check, please complete the applicable form available on the payroll website.