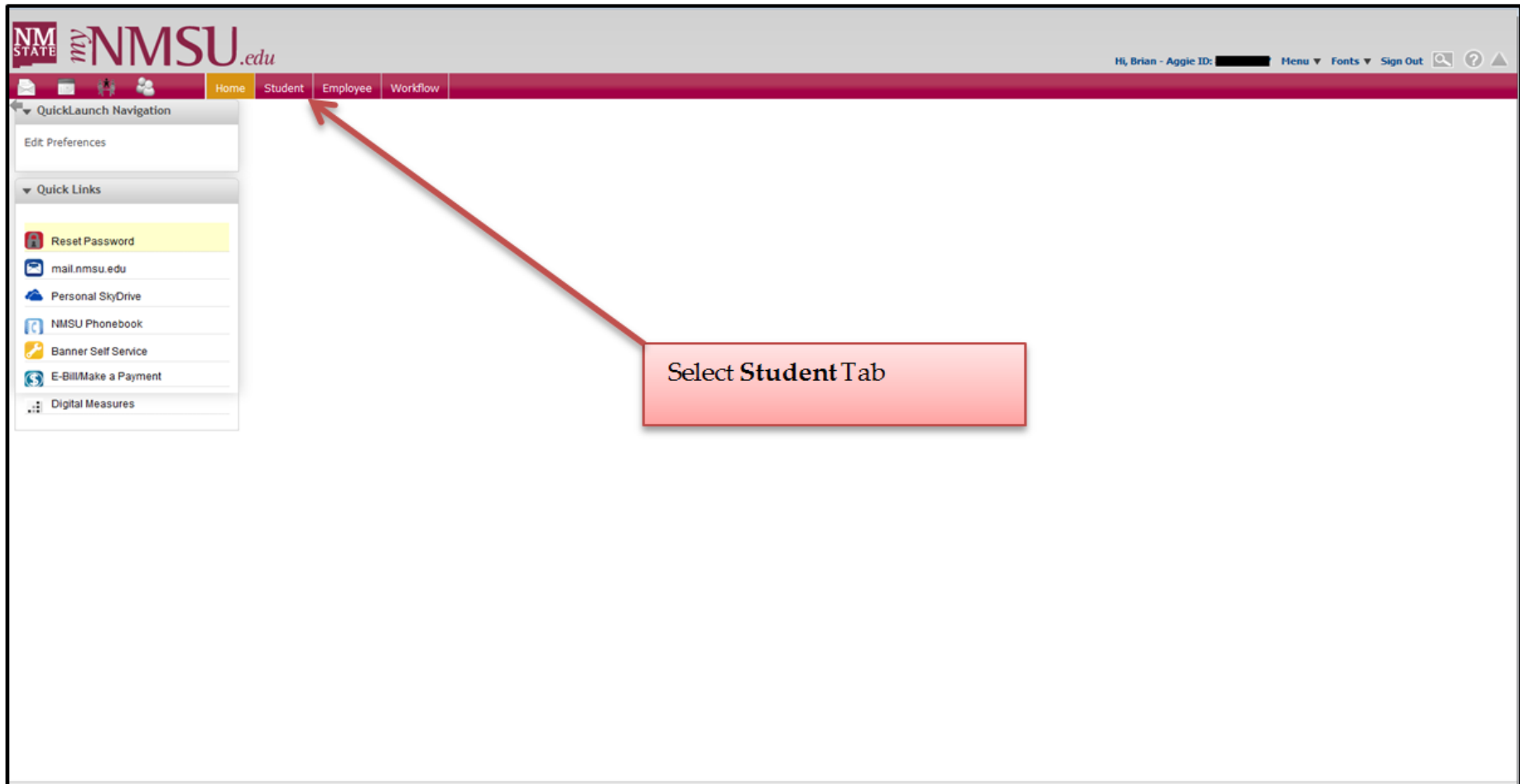


How to Set Up Direct Deposit



Student will log into MyNMSU at my.nmsu.edu and follow the steps below.





The screenshot shows the myNMSU.edu website interface. At the top left is the logo for NM STATE UNIVERSITY. The main header includes the text "myNMSU.edu" and a user greeting "Hi, Brian - Aggie ID: [redacted]". Navigation tabs for "Home", "Student", "Employee", and "Workflow" are visible. A "QuickLaunch Navigation" sidebar on the left contains sections for "Edit Preferences", "LaunchPad", "QuickLinks", and "Self Service". A central "Quick Links" menu lists several options: Registration, Look Up Classes, Student Records, Student Account, Financial Aid, Degree Audit, and Schedule of Classes. A red arrow points to the "Student Account" link. To the right, there are buttons for "Degree Application Deadline Dates", "Banner Self Service", "Registration and Schedule Information", and "NMSU News". A red callout box with a white border contains the text "Select Student Account from Quick Links". The footer includes "Legal Disclaimer | Privacy Policy | License Terms", "CampusEAI Consortium © 2011", and "In Partnership With CAMPUS EAI".



NM STATE New Mexico State University

[Personal Information](#) **[Student](#)** [Financial Aid](#) [Employee](#) [Finance](#) [Register Manager](#)

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student Account

- [Account Summary](#)
- [Account Summary by Term](#)
- [Account Detail for Term](#)
- [Select Tax Year](#)
- [Tax Notification](#)
- [View Holds](#)
- [E-Bill/Make a Payment](#)
- [Direct Deposit Enrollment](#)
- [Email Registration Document](#)

Click to have the registration document e-mailed to you.

RELEASE: 8.5.1

Select Direct Deposit Enrollment



NM STATE New Mexico State University

Personal Information Student Financial Aid **Employee** Finance Register Manager

Search [SITE MAP](#) [HELP](#) [EXIT](#)

Active Direct Deposit Information

To establish, change, or cancel direct deposit information, please complete the information below. For more information on direct deposits at NMSU and help with identifying your financial institution account information, [click here](#) or on the Help link.

Direct Deposit Type	Financial Institution	Bank Routing	Bank Account	Account Type	Amount	
FINANCIAL AID REFUNDS and UNIVERSITY REIMBURSEMENTS						<input type="button" value="Add"/>
PAYROLL PRIMARY						<input type="button" value="Add"/>
PAYROLL ADDITIONAL FLAT AMOUNT #1						<input type="button" value="Add"/>
PAYROLL ADDITIONAL FLAT AMOUNT #2						<input type="button" value="Add"/>

Select **Add** to add new account

I agree to NMSU [Terms and Conditions](#) of Direct Deposit.

RELEASE: 8.1.0



New Mexico State University

Personal Information Student Financial Aid **Employee** Finance Register Manager

Search [SITE MAP](#) [HELP](#) [EXIT](#)

Active Direct Deposit Information

To establish, change, or cancel direct deposit information, please complete the information below. For more information on direct deposits at NMSU and help with identifying your financial institution account information, [click here](#) or on the Help link.

FINANCIAL AID REFUNDS and UNIVERSITY REIMBURSEMENTS

Bank Routing:

Bank Account:

Reenter Bank Account:

Account Type: Checking Savings

RELEASE: 8.1.0

Enter Bank Routing Number

Enter and Re-enter Bank Account Number

Select Checking or Savings

Select **Add** to add account



NM STATE New Mexico State University

Personal Information Student Financial Aid **Employee** Finance Register Manager

Search [SITE MAP](#) [HELP](#) [EXIT](#)

Active Direct Deposit Information

To establish, change, or cancel direct deposit information, please complete the information below. For more information on direct deposits at NMSU and help with identifying your financial institution account information, [click here](#) or on the Help link.

FINANCIAL AID REFUNDS and UNIVERSITY REIMBURSEMENTS

Bank Routing:	<input type="text" value="107002192"/>	WELLS FARGO BANK NA (NEW MEXICO)
Bank Account:	<input type="text" value="123456789"/>	
Reenter Bank Account:	<input type="text" value="123456789"/>	Account Numbers Match
Account Type:	<input checked="" type="radio"/> Checking <input type="radio"/> Savings	

RELEASE: 8.1.0

Review for accuracy

If correct, select **Add**
If incorrect, select **Cancel**



New Mexico State University

Personal Information Student Financial Aid **Employee** Finance Register Manager

Search [SITE MAP](#) [HELP](#) [EXIT](#)

Active Direct Deposit Information


To establish, change, or cancel direct deposit information, please complete the information below. For more information on direct deposits at NMSU and help with identifying your financial institution account information, [click here](#) or on the Help link.

Direct Deposit Type	Financial Institution	Bank Routing	Bank Account	Account Type	Amount	
FINANCIAL AID REFUNDS and UNIVERSITY REIMBURSEMENTS	WELLS FARGO BANK NA (NEW MEXICO)	107002192	123456789	Checking	Active	<input type="button" value="Edit"/>
PAYROLL PRIMARY						<input type="button" value="Add"/>
PAYROLL ADDITIONAL FLAT AMOUNT #1						<input type="button" value="Add"/>
PAYROLL ADDITIONAL FLAT AMOUNT #2						<input type="button" value="Add"/>


I agree to NMSU [Terms and Conditions](#) of Direct Deposit.

RELEASE: 8.1.0

Select hyperlink to review Terms and Conditions





 New Mexico State University

[Personal Information](#) [Student](#) [Financial Aid](#) [Employee](#) [Finance](#) [Register Manager](#)

Search [SITE MAP](#) [HELP](#) [EXIT](#)

NMSU Direct Deposit Terms and Conditions

I authorize New Mexico State University (hereinafter "NMSU") to deposit electronic payments to the specified financial institution account(s) (hereinafter "Bank"). This authorization is effective immediately upon submission and will be utilized on the next payment processed. This authorization is to remain in full force and effect until NMSU has received notification from me, or the Bank, of its termination in such time and manner as to afford NMSU and the Bank a reasonable opportunity to act upon it. This authorization allows Payroll direct deposits to be cancelled automatically if there is no active job assignment for more than 120 days.

If funds to which I am not entitled are deposited into my account, I authorize NMSU to direct the Bank to return said funds to NMSU. In the event the Bank is unable to return said funds to NMSU, I authorize NMSU to recover those funds by any of the following methods: (1) deducting the amount of said funds from future payments from NMSU until the amount of erroneous deposit has been recovered in full; (2) making written demand on me for return of said funds, in which case I agree to return said funds in full to NMSU; or (3) any combination of methods (1) and (2) above. I further agree that if such funds are not repaid to NMSU, I will be liable for all costs of collection, including reasonable attorneys' fees incurred by NMSU in the collection of such funds, together with the maximum interest permitted by law.

RELEASE: 8.1.0

Review NMSU Direct Deposit Terms and Conditions.
Select **Return** once complete.



New Mexico State University

Personal Information Student Financial Aid **Employee** Finance Register Manager

Search [SITE MAP](#) [HELP](#) [EXIT](#)

Active Direct Deposit Information

To establish, change, or cancel direct deposit information, please complete the information below. For more information on direct deposits at NMSU and help with identifying your financial institution account information, [click here](#) or on the Help link.

Direct Deposit Type	Financial Institution	Bank Routing	Bank Account	Account Type	Amount	
FINANCIAL AID REFUNDS and UNIVERSITY REIMBURSEMENTS	WELLS FARGO BANK NA (NEW MEXICO)	107002192	123456789	Checking	Active	<input type="button" value="Edit"/>
PAYROLL PRIMARY						<input type="button" value="Add"/>
PAYROLL ADDITIONAL FLAT AMOUNT #1						<input type="button" value="Add"/>
PAYROLL ADDITIONAL FLAT AMOUNT #2						<input type="button" value="Add"/>

I agree to [NMSU Terms and Conditions](#) of Direct Deposit.

RELEASE: 8.1.10

Check box if you agree to Terms and Conditions

SAVE and SUBMIT to complete the Direct Deposit Enrollment Process