

# How to set up Direct Deposit

1. Log in to [my.nmsu.edu](https://my.nmsu.edu).
2. Select or search for the **Student Self Service** card.
3. Click on **Open Student Dashboard**.
4. Select **Direct Deposit Signup**.
5. Follow the instructions listed to enter account information.
6. Agree to **NMSU Terms and Conditions** of Direct Deposit.
7. Click **SAVE** and **SUBMIT**.

## How to verify if Direct Deposit is current

1. Log in to [my.nmsu.edu](https://my.nmsu.edu).
2. Select or search for the **Student Self Service** card.
3. Click on **Open Student Dashboard**.
4. Select **Direct Deposit Signup** link.
5. Enter the last 4 digits of your bank account number currently on file.
6. Verify **Bank or Credit Union Name, Routing Number** and **Account Number** information is correct. Submit any changes that may need to be made.
7. Agree to **NMSU Terms and Conditions** of Direct Deposit.
8. Click **SAVE** and **SUBMIT**.