



Instructions

- The University of Victoria can pay tuition refunds by direct deposit to a student's bank account (Canadian financial institution only)
- Complete this form to receive payment by direct deposit **OR** to change the banking information used for direct deposit
- Only cheques with pre-printed account holder name & address will be accepted
- If you do not have cheques, obtain confirmation of your banking information from your bank (see section B below)
- Mail the completed form and any necessary attachments to UVic Tuition Fees

University of Victoria - Tuition Fees
University Centre, Room A115
PO Box 1700,
Victoria, BC V8W 2Y2

New direct deposit authorization

Change of banking information

Section A - Payee identification

Student name (last name, first name)			UVic ID# V00		Date
Mailing address		Suite	City	Province	Postal code
Phone number		Email address		<i>Payment notification will be sent to this email address</i>	

Section B – Banking information

I have attached a void cheque

I have attached confirmation from my financial institution

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Institution code		Transit number		Account number													
Name on student's account (last name, first name)															Type of account chequing savings		
Name of financial institution (must be a Canadian financial institution):															Teller stamp		
Branch																	
Financial institution address:																	
Street										Suite		Teller signature					
City					Province		Postal code										

Section C – Authorization

Until further notice, I authorize the University of Victoria to deposit payments to the account noted above.

Student's signature

Personal information contained on this form is collected and will be used only for direct deposit of tuition fee payments into a student's chosen bank account. Questions regarding the completion of the form or about the collection of information should be directed to Tuition fees, University of Victoria 250-721-7032.

For Tuition Fees Use Only

Date Completed

Initial