

**BINGHAMTON**  
**UNIVERSITY**  
STATE UNIVERSITY OF NEW YORK

**DIRECT DEPOSIT REACTIVATION FORM**

Name (Last, First, MI): \_\_\_\_\_

B# or N# : \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ @binghamton.edu

**Job Classification/Agency Code** (choose from *one* of the following):

- \_\_\_\_\_ Faculty/Staff – 28020
- \_\_\_\_\_ Graduate Assistantship or Teaching Assistantship – 28029
- \_\_\_\_\_ Student Assistant -- 28021
- \_\_\_\_\_ Federal College Work Study – 28023

Is this for Current or Future employment? (If FUTURE – Include Start Date)

\_\_\_\_\_ Current

\_\_\_\_\_ Future Start Date: \_\_\_\_\_

I request reactivation of direct deposit **account information *currently on record*** for New York State payroll(s) at Binghamton University at the following:

Bank Name: \_\_\_\_\_



**GO PAPERLESS**- I would like to opt out of receiving a paper copy of my pay stub. I understand that I can view it online, or opt back in via NYS Payroll Online at any time.

I understand that this form is only applicable for accounts that are open and active, and that I have not closed my bank account(s) with the listed bank(s).

I understand that it is my responsibility to notify the Payroll office if any changes are made to my account(s) via a separate Direct Deposit Enrollment form, while employed and utilizing direct deposit.

*The reactivation will take place in the next available payroll period for the agency code listed, and may not be the next paycheck date. Incomplete forms will delay processing.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_