

# Setting Up Your Direct Deposit

## Apprenticeship-Based Programs

To set up your Direct Deposit you will need your:

- ✓ Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN)
  
- ✓ ONE of the following documents that show the full routing number and account number:
  - Voided check
  - Deposit slip
  - Direct Deposit Form from your bank

### Examples of not acceptable images:

Do not use screenshots of:

- Your bank card
- Bank statements



## Instructions

1. Fill out the ADP Direct Deposit Form via <https://tinyurl.com/t2maztb6> or scan the QR Code.



2. Answer "No" to "Are you participating in an Internship?"
  
3. Check the boxes and enter your correct information below, and click submit.

