

# SF 1199-A, Direct Deposit

1. Complete section 1, parts A, B, D, E (F should be checked "Other" with "ROTC Stipend" specified).
2. Print page 1 (GOVERNMENT AGENCY COPY).
3. Sign under "PAYEE/JOINT PAYEE CERTIFICATION". If another person is on the account, they should also sign.

\* NOTE: Leave Section 2 blank.

4. Take the form to your bank and have them complete section 3 and return to you. They must enter the routing number for electronic direct deposits which may differ from the routing number on your checks.
5. Submit the completed form to the ROTC Program.