

# EMPLOYEE DEPOSIT INFORMATION FORM

**THIS FORM MUST BE SUBMITTED BY STUDENTS WHO ARE EMPLOYED AT  
MCMCASTER OR BEING FUNDED BY THEIR SUPERVISOR.**

*If you also are receiving Graduate Scholarship funding, you must enter your Direct Deposit  
Information in your Student Service Centre in MOSAIC.*

**FORWARD COMPLETED FORM TO THE SCHOOL OF GRADUATE STUDIES, GH – 212**

## EMPLOYEE INFORMATION

**Person ID**

\_\_\_\_\_

**Social Insurance Number (### - ### - ###)**

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Surname (Please Print)**

\_\_\_\_\_

**First Name (Please Print)**

\_\_\_\_\_

**Department**

\_\_\_\_\_

**NOTE: PLEASE ATTACH A VOID CHEQUE OR DIRECT DEPOSIT BANK FORM**

**Employee Signature**

\_\_\_\_\_

**Date (dd/mm/yyyy)**

\_\_\_\_\_

**I authorize McMaster University to deposit my net pay directly into the account specified on the sample cheque attached above. I understand that it is my responsibility to provide a new Employee Deposit Information Form to the Graduate Studies Office if there is any change in my bank account information.**

### FIPPA NOTICE

The information on this form is collected under the authority of the *McMaster University Act, 1976*. The information is used for the academic, administrative, employment-related, financial and/or statistical purposes of the University including, but not limited to, admissions; registration and maintaining records; awards and scholarships; convocation; provision of student services, including access to information systems; alumni relations; and disclosure to or on behalf of the applicable McMaster student government. This information is protected and being collected under section 39 (2) and section 42 of the *Freedom of Information and Protection of Privacy Act* of Ontario (RSO 1990). Questions regarding the collection or use of this personal information should be directed to the University Secretary, Gilmour Hall, Room 210, McMaster University.