**Standard Form 1199a - Direct Deposit Instructions**

This form enables the unit to perform direct payment to the student’s bank account.

Direct deposit is a requirement for receiving the student’s pay. Paper checks will be provided for extenuating circumstances for a brief period, but the student needs to take all necessary action to obtain a bank account and ensure that direct deposit is setup.

Amplifying instructions:

Section 1

block C – student’s social security number

block F – check the “other” block and write in “NROTC Subsistence”

block G – “N/A”

Section 2

Government Agency Name:

COMMANDING OFFICER

ATLANTA REGION NROTC UNIT

Government Agency Address:

225 NORTH AVE, NW

ATLANTA, GA 30332-0125

Section 3 – 2 Choices

1. Have this filled out and signed by your financial institution.

2. Fill in the information yourself and staple a VOIDED check (if Checking Account) or Deposit slip (if Savings Account) to the form.