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# THE UNIVERSITY OF ALABAMA

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Student Employment Services

Federal Work Study Program Direct Deposit

Federal Work Study Students have three options to receive a Work Study Payroll check:

1. Deposited directly into a checking account

- Students must now set up direct deposit information through their MyBama account by following the steps below:
  - Click the Employee tab.
  - Navigate to the Banner Self-Service section (top, left corner).
  - Click Employee Services.
  - Click Pay Information.
  - Click Direct Deposit.
    - Please note that there is a Direct Deposit Instructions link located under the Direct Deposit link

2. Mailed

- Due to COVID-19, HR will not be allowing checks to be picked up in their office. Federal Work Study students who do not sign up for direct deposit through myBama will have their pay generated automatically in the form of a check that will be mailed to the home address on file with the University.  
Choosing this option will result in a delay in pay

3. PaySource Card

- If a Federal Work Study student who wants a PaySource card, please read and fill out the form found at the following link: <http://payroll.ua.edu/documents/PaySourceCardDirectDepositAgreement.pdf>