How to Apply for Direct Deposit
Go to www.bu.edu/studentlink.
Note: Applying for direct deposit will NOT go through if you use Safari or Google Chrome.
Go to the “Work” tab and choose “Direct Deposit Authorization”
You will be redirected to BUWorks Central. Choose the “Employee Self-Service tab”. If this tab is unavailable but you have already received a payment for your position, contact IS&T (617-353-4357) to have them grant you access.
Choose “Benefits and Pay”
Choose “Direct Deposit”
Add your account information and choose “Bank Transfer ACH” as the payment method. Please double check your account numbers before submitting.
Once you’ve entered your account information, click Save or Save and Back
• If you apply for direct deposit after you begin getting paid, then your first check will be given in **paper form** and can be picked up at the FirstPoint counter, 881 Commonwealth Ave., 2nd floor.

• You cannot apply for direct deposit between 6 and 11 P.M. Tuesday night.