



## ELECTION FOR DIRECT DEPOSIT EARNINGS STATEMENT

Print Name (Last, First, Middle Int.)	Employee No.	Campus Phone	Mail Code
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The University of California San Diego provides the Direct Deposit Earnings Statement for their Employees online.

This form is only to be completed if you are requesting to receive a paper Direct Deposit Earnings Statement OR you are cancelling a previous request for a paper Direct Deposit Statement and are now desiring to view your statement on-line.

**Please select one of the following options.**

I wish to receive a paper earnings statement.

I wish to cancel my previous election of paper earnings statement and view my direct deposit statements online at AYSO, At Your Service On-line.

**Option may take up to two pay-periods before in effect.**

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Employee's Signature

Date

**Please submit the completed form to the Payroll Office.**

**Mail Code:** 0952

**Office location:**

Torrey Pines Center South, Suite 305  
10280 North Torrey Pines Road  
La Jolla, CA 92037

**Mailing address:**

University of California, San Diego  
Business and Financial Services, Payroll Division  
9500 Gilman Drive - Dept. 0952  
La Jolla, CA 92093-0952