

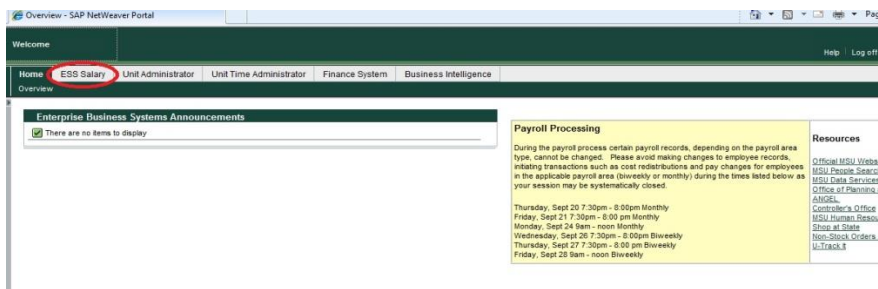
Direct Deposit

All CDL employees are required to sign up for direct deposit. Until then, your checks are available at Human Ecology on Friday afternoons.

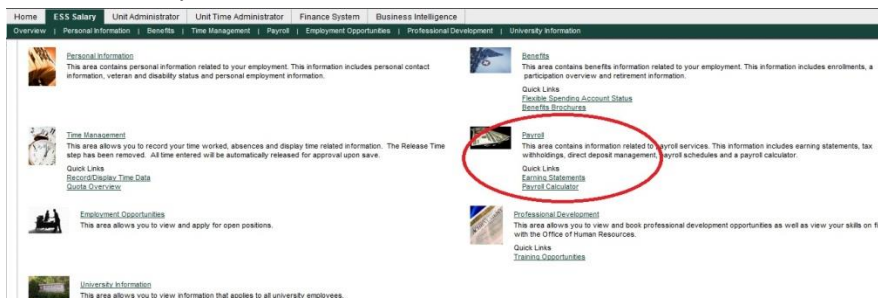
1. Go to <http://ebs.msu.edu/>
2. Click on the EBS Login tab:



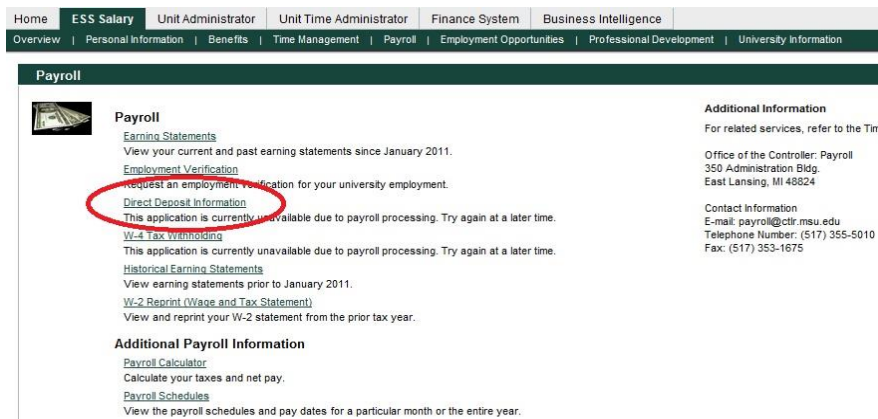
3. Enter your Net ID and your password. (Same as your mail.msu.edu account)
4. If you are prompted to sign up for two-factor identification follow the instructions or see Chris
5. Click on the second tab that starts with ESS:



6. Click on the Payroll Section:



7. Click on the Direct Deposit Link:



8. You will need your bank name as well as your routing number and account number typically found on the bottom of your check or by contacting your bank. Follow the instructions to enter the required information and submit.