Using Direct Deposit will help you access your credit faster and more easily. Direct Deposit set-up in CAESAR is quite simple. We’ve outlined the steps for you here.

### 8 Simple Steps

1. Access your online CAESAR account at [www.northwestern.edu/caesar](http://www.northwestern.edu/caesar) using your NetID and password.

2. Under Student Financial Services, select "More Student Financials" (alternatively you can use the Main Menu drop down at the top of the page and navigate to Student Financial Services > Setup Direct Deposit).

3. Select "Setup Direct Deposit".

4. Select "Add Account". Checking account is the default account type, however you may use the drop down to select a Savings account.

5. Enter your bank’s routing number in the Routing Number Field.

6. Enter your account number in the Account Number Field.

7. Reenter your account number to confirm and click "save".

8. You will see a confirmation message and you will also receive a confirmation email at your Northwestern email account to confirm successful set-up.

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**Questions?**

Our offices are here to help!

Office of Undergraduate Financial Aid  
847-491-7400

Office of Student Accounts  
847-491-5224

The Office of Student Accounts administers billing and the release of funds to your bank account. The Office of Undergraduate Financial Aid processes your aid.