

## REFUND REQUEST FORM

Refunds (*in parenthesis*) are only issued for actual credit balances and cannot be granted based on anticipated financial aid. Please note: checks are processed in 7-10 business days. We do not offer direct deposit.

To view your balance, visit: <https://pconsonis.jenzabarcloud.com> → Financials → Billing & Financial Aid

Return completed form to [jeanneroux@crouse.org](mailto:jeanneroux@crouse.org), the Administrative Office, or the address below.

**\*REQUIRED**

<b>*Student Name</b>	
<b>*SONIS ID</b>	
<b>*Mailing Address</b>	
<b>Process this check once all Anticipated Awards have been received.</b>	
	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>

( If **No** is selected, please submit new Refund Request Forms to receive additional checks. )

<b>*SEMESTER</b>	<input type="checkbox"/> Fall	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer
<b>*YEAR</b>	20__		
<b>*AMOUNT</b> (choose one)	<input type="checkbox"/> Full Amount	or	Partial Amount :
<b>*PAYABLE TO :</b>	<input type="checkbox"/> SELF	or	<input type="checkbox"/> Third Party Payee ( <u>enter details below</u> )

**COMPLETE ONLY if this check is to be made out to a Third Party:**

**\*\*Please Note** – Federal Parent PLUS Loans must be refunded according to the parent borrower on the Federal PLUS Loan Application.

Payee Name: \_\_\_\_\_

Payee Address: \_\_\_\_\_

\*Student Signature

\*Date