

# Memphis College of Art

## Refund Advance Opt-In (to be completed by student)

Student's Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Refund checks will be available on August 31, 2016, after 2pm. Before this date, students may request an advance on their expected refund to purchase books and supplies up to \$500. This amount will be deducted from the refund amount you will have available for the semester. See your Billing Invoice for the total amount of your refund. Checks will be ready on Wednesday, August 24, 2016 after 2pm in the Business Office at Gibson Hall

Amount requested in advance refund check (up to \$500): \$ \_\_\_\_\_

If extenuating circumstances necessitate an advance on your refund check in excess of \$500, a specific request must be made by visiting the business office. Such requests will be considered on a case-by-case basis and all requests may not be approved.

RECEIVING REFUND CHECKS IN ADVANCE IS CONTINGENT ON HAVING COMPLETED ALL NECESSARY FINANCIAL AID PAPERWORK, BEING IN GOOD STANDING WITH THE COLLEGE, BEING REGISTERED FOR CLASSES, AND BEING ELIGIBLE FOR A REFUND. ANY CHANGES IN THESE CONDITIONS COULD RESULT IN A REDUCTION OR CHANGE IN REFUND. IN WHICH CASE, YOU WOULD BE RESPONSIBLE FOR ANY RESULTING AMOUNT.

YOU SIGNATURE BELOW INDICATES THAT YOU HAVE READ AND AGREE TO THESE TERMS AND CONDITIONS.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_