



Office of the Bursar
PO Box 392
Old Westbury, NY 11568-0392
Tel: 516-686-7510
Fax: 516-686-7833

REFUND REQUEST

*NOTE: Refunds will be issued in accordance with your payment method, and/or your selected **BankMobile** refund disbursement option.*

***** ALL INFORMATION MUST BE COMPLETED AND THE FORM SIGNED *****

DATE: _____

STUDENT NAME _____

ID # _____

REFUND AMOUNT _____ SEMESTER(S) _____

CURRENT ADDRESS:

House Number/Street _____

Apartment No. _____

City, State, Zip _____

Home Telephone # _____ Cell # _____

Email Address _____

If this is a new address, you must update this information on the BankMobile student website. Go to www.refundselection.com, log in, and click on the "user profile" dropdown.

I have read this form and understand the refund conditions:

Student Signature: _____ Date _____

Received by: _____ Signature Bursar Representative _____ Date _____

Incomplete request forms will NOT be processed. The refund Department will make the final determination of refund eligibility according to Federal Title IV Regulations. ADDITIONAL PROCESSING TIME MAY BE NECESSARY DURING TIMES OF PEAK REFUND VOLUME.