Request for Refund Advance 2021-2022

The Office of University Financial Aid processes advances for students enrolled in the following schools: Undergraduate Colleges, School of Graduate Studies, Frances Payne Bolton School of Nursing, Weatherhead School Of Management and the Mandel School of Applied Social Science. Students enrolled in the Schools of Medicine, Dental Medicine, and Law apply for and receive their funds from their school of enrollment.

A student may qualify for a refund advance when the following conditions are met:

a) The student must be registered at least a half-time for the current semester;  
b) Undergraduate students must be full-time;  
c) A financial aid offer for the current semester must have been received and accepted by the student;  
d) Promissory notes for all loans must be completed and submitted;  
e) The student must have completed federal student loan entrance counseling and the annual student loan acknowledgement online; and  
f) The student’s confirmed financial aid for the current semester must exceed the direct charges for the semester.

Advances will not be provided for unconfirmed assistance such as credit-based loans until approval from the lender has been received. The Office of University Financial Aid reserves the right to limit the amount of funds advanced to a student.

Advances are added to the student’s account as an additional charge. Late fees of 1.5% per month are assessed if the balance is not paid by the billing due date. Students are unable to register for subsequent semesters if they have outstanding balances with the Office of Student Financial Services.

The processing of refund advances begins three days before the first day of the academic term. The Office of University Financial Aid attempts to contact students by e-mail or telephone if an advance is not approved. Students should expect a 48-hour processing period for advance requests. Students may call the Office of University Financial Aid within two days of submission of the advance request to determine whether it has been approved. Refunds and refund advances are deposited into the student's designated bank account if Direct Deposit has been established in the Student Information System (SIS). If not, checks are mailed to the student's local address.
Available to students enrolled in the Undergraduate Colleges, School of Graduate Studies, Frances Payne Bolton School of Nursing, Weatherhead School Of Management and the Mandel School of Applied Social Science. All others should consult with their professional school financial aid advisor. Funds are released at the start of the academic year and will not be issued for periods of non-enrollment or to students who do not receive financial aid.

Name:____________________________________________     Phone:______________________
Student ID #:_______________                        E-Mail Address:____________________________
Street Address:___________________________________________________________________

Advance requested for:  _____Summer, 2021      _____Fall, 2021      _____ Spring, 2022
Number of Credit Hours Enrolled for Current Term: ______
Will you adjust your registration during Drop/Add?  Yes /  No   _____ Add’l Hrs   _____ Dropped Hrs
We cannot process an advance for a student who is not registered for classes.

Amount Requested: $__________________

Direct Deposit is the preferred method of delivery, if established with the Student Financial Services. Otherwise, a check will be mailed to your current address in SIS.

Circle School of Enrollment:     UGR     NUR     Grad Studies     WSOM     Mandel School

Explanation of need for the advance. Please include itemized listing of all expenses, i.e. books, rent, etc.

NOTE: Refund Advances are added to the student’s tuition account for the current semester and are to be repaid from outstanding financial aid funds (scholarships, grants, and loans) by the billing due date. A finance charge of 1.5% per month is assessed on the outstanding balance until payment is made in full. Students with outstanding balances will not be permitted to register for the subsequent semester.

I have read and understand the terms and conditions of this loan and agree to have this loan repaid with my financial aid for the current semester.

Signature                                                                               Date

Office use only:
Amount Approved: $______________  Denied __________  Initials_________  Date Available______________