



Please, we ask that you do the following when sending refunds:

- Refund Corporate and D/D funds on a different check from any Original or PLUS funds.
- Complete one of these sheets for each refund check you are submitting.

School name: _____

Subject:Refund

Date: _____

<p>Fund Type Legend: FNB: Original Financial Need Based FNB-P: PLUS Financial Need Based RF: Original Recommended Funds RF-P: PLUS Recommended Funds C: Corporate</p>

Enclosed is a check for \$ _____ representing a return for the following student(s):

_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____
_____	Amount: _____	Fund type: _____	Reason: _____

Name of person completing this form: _____

Email: _____ Phone: _____