

No request will be processed unless form is completed in full.

Student's Name please print

Student's Averett ID#: P000 Required*

Please select the form of refund you wish to receive: Check ☐ Refund ☐

*****Credits involving Parent PLUS loans require the approved parent's signature below.***

I understand that, as a result of my financial aid or an overpayment on my student account, I have a credit balance on my account. I would like the excess amount REFUNDED to me. I realize that this does not constitute a change to my Student Authorization Form and that an indication on the Student Authorization Form to hold my credit balance on my account will remain in effect unless a revised Student Authorization is submitted. I also, understand that the full amount of my credit will be refunded unless an amount is indicated \$.

Student Signature _____

_____ Date

** Parent Signature _____

_____ Date

eRefund - Refunds will be processed through direct deposit which offers students a faster, secure means of receiving refunds for credit balances after tuition, fees and other fees are satisfied. All subsequent refunds will also be issued by direct deposit.

Follow the instructions below to enroll in *eRefund*:

1. Login to Student login to **PC Self-Service**
2. Click on **Finances** tab
3. Click on **Balance** tab
4. Click on **"Make a Payment"** link
5. When the CASHNet screen opens, click on the **"Sign up for direct deposit refunds"** link in the **eRefund** box. Follow the instructions to setup your account.

Check - Make check payable to :

Mail check to : _____

Return form to: Averett University, Student Accounts, 420 West Main Street, Danville, VA 24541
♦ Fax: (434) 791-7181 ♦ studentaccounts@averett.edu

Office Use Only

Date form received:
PLUS Loan on acct: No ☐ Yes ☐
Signed up for eRefund: No ☐ Yes ☐