



HOFSTRA UNIVERSITY

Office of Student Accounts

126 Hofstra University
Hempstead, NY 11549
Telephone (516) 463-6680 (Option 3)
Fax (516) 463-4847

REQUEST FOR REFUND

To the Office of Student Accounts:

Student Last Name, First Name (Please Print)

Hofstra Student ID #

Term/Year

Telephone #

Reason for Refund

NOTE:

1. Refunds will be made only if there is a credit due to the student after payments, adjustments, awards and loans are credited on the account.
2. Refund checks will be mailed to the student's current mailing address. A student may verify that their mailing address is correct, as well as make corrections to their address, in the Personal Identification Section of the Hofstra Online Information System.
3. If payment was made with a credit card, the student can have the refund credited back to their credit card. If there is a refund on the account and the only form of payment is with a credit card (no financial aid or other forms of payment) the refund requested **will** be returned to the credit card.

_____ Check here to refund credit card (note: refund can only go back onto the credit card that was used for payment on the student account and only up to the amount charged can be returned).

Student Signature

Date