How to Request a Refund

The amount of your **available credit** will be displayed on your portal when you log in to request your refund.

- ✓ Log on to: **my.hofstra.edu**
- ✓ Log in with your **Student Network ID** and your **password**
- ✓ Read the **FERPA** agreement, and click "OK" if you agree
- ✓ Select **Hofstra Online** from the left menu
- ✓ Select "**Student Services**" from the top menu
- ✓ Click on "**Student Accounts**"
- ✓ Click on "**Student Refund Request Form**" and follow directions to submit request

    PLEASE NOTE: Amount requested should be entered in NUMERIC FORM ONLY – no $ or commas: X000.00 not $X,000.00

    *To check on the **Refund Request's status**…*

- ✓ Follow **first 6 steps** as above.
- ✓ Click on **Student Refund Request Status**