



Office of Student Financial Services
Smith College
Northampton, Massachusetts 01063
(413) 585-2530
Fax: (413) 585-2566

Refund Request Form

Please complete the following information to request a refund from your student account.

Student Name: _____

Student ID#: _____

Amount Request: \$ _____ or Full Amount of Credit

Payable to: Student or Third Party

If Third Party, complete the following:

Payee: _____

Payee Address: _____

Please Note – Federal PLUS Loans will be refunded according to the instructions given by the parent borrower on the Federal PLUS Loan Authorization Form.

Student Signature (required)

Date

--	--

Office Use Only:

Approved <input type="checkbox"/> yes <input type="checkbox"/> no	Date Approved _____
Approved by _____	Notes: _____