



# Rhodes College

## Student Account Refund Disposition

Please complete the following information to request a refund. You may fax to (901) 843-3435 or mail to Rhodes College, Attn: Rhodes Express, 2000 North Parkway, Memphis, TN 38112; If you choose to receive your refund via direct deposit, you will receive an email notification when funds are disbursed. Deposits should be available within 5 to 7 business days after your request is submitted to Rhodes. Any questions regarding direct deposit transactions should be directed to the Finance Office at (901) 843-3760.

**PLEASE READ AND INITIAL NEXT TO THE STATEMENT BELOW (REQUIRED):**

\_\_\_\_\_ I have thoroughly reviewed the student account and have determined these funds are not needed to cover the cost of a future term. Additionally, I understand that by taking this refund any additional charges that may be added must be paid in full, upon receipt.

**Student Name:** \_\_\_\_\_

**Rhodes ID:** \_\_\_\_\_

**Refund Amount (REQUIRED):** \_\_\_\_\_

- Please mail a check to me or my parent at the address below.

Payable to: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- I already participate in direct deposit for payroll, or have received a refund by direct deposit in the past, and would like my refund to be credited to the same account.

- Please send the refund to my bank account or to my parent's bank account via direct deposit:

Account Holder's Name: \_\_\_\_\_  
Account Holder's Address: \_\_\_\_\_

Bank Name: \_\_\_\_\_  
ABA/Routing Number: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Please indicate checking or savings: \_\_\_\_\_

E-mail address: \_\_\_\_\_  
(for deposit notification)



- I would like to apply \$\_\_\_\_\_ of my credit balance to the Rhodes Annual Fund to help provide scholarship support for deserving students. (Note: if you are requesting that an amount other than the full credit balance amount be applied to the Annual Fund, please indicate above in which manner, either check or direct deposit, you prefer the remainder to be refunded to you.)

Signature

Date

<b>RHODES EXPRESS</b>	<b>ACCOUNTING OFFICE</b>
Processed by: _____	S# & Bank Code: _____
Date: _____	Effective Date: _____