

Name _____

Andrews University ID Number _____

Contact info _____

Signature _____

REASON FOR REFUND

Canceling application/deferring enrollment VISA denied Other _____

REFUND METHOD

DISCLAIMER: *It is the policy of Andrews University to refund payments via the original payment method, if at all possible. Online credit card payments will be refunded to the credit card that made the payment. Credit card payments made in person or over the phone, will need to have contact with the cardholder as credit card details are not kept on site. Payments made through TransferMate and/or Flywire will be refunded through them. If there is a reason why refunding original payment method is not possible, contact sfs@andrews.edu.*

Office Use Only

Paid on _____ Payment Method _____ Payer _____ Registration Central _____

Refund Amount \$ _____ Approved by _____ Date _____

Notes: