STUDENT REFUND REQUEST/WITHDRAWAL
North Greenville University
Business Office, P.O. Box 1892, Tigerville, SC 29688

Please be reminded that all semester charges must be paid, including student rental housing, before the refund is granted. Refunds will be applied to any outstanding Institutional Book Loan balance.

Refunds will not be processed until November 1st for the fall semester and April 1st for the Spring Semester. For questions concerning the progress of your refund call 977-7178.

Student: ___________________________________ Student ID#: ____________________________

Current Term _______________ Amount: ____________________

Choose one:

_____ Mail Refund _____________________________________________

___________________________________________________________

_____ Pick up refund from the Business Office  Phone #: _____________________________

(You will be notified by email (NGU) when your check is available for pick up)

Notes: __________________________________________________________

Student Signature: ___________________________ Date: ____________________

________________________________________________________________________

(Business Office Use Only)

Business Office Approval: ___________________________ Date: ____________________

Financial Aid Office Approval: ___________________________ Date: ____________________

Refund due to withdrawal from school needs approval from one of the following NGU Vice Presidents:

________________________________________________________________________

Dr. Tony Beam, VP for Student Services/Christian Worldview Center

________________________________________________________________________

Mrs. Keli Sewell, VP for Admissions/ Financial Aid

________________________________________________________________________

Rev. Mayson Easterling, VP for Denominational Relations

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