



Refund Petition Form

_____	_____	_____
(Print) Last Name	First Name	Campus ID Number (CIN)
_____	_____	_____
Mailing Address on (Golden Eagle Territory)	City	State Zip
_____	_____	_____
Contact Number	E-mail address	

The refund policy for the California State University System is based on the California Code of Regulations, Title V, Section 41802. A \$5.00 administrative processing fee will be deducted from all refund amounts unless withdrawal is the result of a campus regulation, class cancellation or compulsory military service. Please allow up to 4 weeks for processing time.

Financial Aid recipients: Refunds are subject to the Return to Title IV Regulations. Please visit the Center for Student Financial Aid website @ <http://www.calstatela.edu/financialaid/return-title-iv>.

Please complete the following information

Term/Year: Summer _____ Fall _____ Winter _____ Spring _____

Tuition and Fees Refund:

- Full refund:** Not admitted, disqualified, lost continuing status, never registered or **dropped all courses prior** to first day of term (all courses must be dropped/cancelled).
- Partial refund:** Overpaid tuition fees or reduction in unit/course load (dropped courses by add/drop deadline date).
- Pro-rata refund:** Withdrew/dropped all courses on the first day of the term and no later than the 60% point in the term.

Supporting documentation is required for late refunds to be considered when classes are dropped or withdrawn after the deadline dates. This is in accordance with Title V of the California Code of Regulations.

Method of payment:

- Cash/Check/Electronic Check/Credit card:** Refunds are issued as a check or direct deposit to student's U.S. bank account. Checks will be mailed to the "**mailing address**" on your GET Student Account. You can **enroll in direct deposit** on GET prior to submitting the refund petition form; instructions are provided @ <http://www.calstatela.edu/univ/sfinserv/disb.php#eagle-express-direct-deposit>.
- Wire payment:** Flywire payments will be posted to your Cal State LA Student Account as tuition and fees payments or otherwise as specified in the Flywire transaction. Your Flywire payment should not exceed your cost for tuition and other required fees. All refunds for wire payments will be processed through Flywire and sent back to the original source.

Other refund: Please provide brief explanation and supporting documentation.

Brief explanation: _____

_____	_____
<i>Student Signature</i>	<i>Date</i>

*****Office Use Only*****

<input type="checkbox"/> Direct deposit <input type="checkbox"/> Denied <input type="checkbox"/> Approved \$ <input style="width:100px" type="text"/>	<input type="checkbox"/> Refund Policy/Advised: _____ <input type="checkbox"/> Pending Information	Received By: _____
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Comments: _____

_____	_____	_____
Authorized Signature	Date	Extension