



University Card Office

Southern Connecticut State University
501 Crescent Street
New Haven, CT 06515

Hoot Loot Account Refund

Notice: If you have any outstanding financial obligations due to the University, your refund will first be applied to your outstanding balance. All refunds due to students will be issued by electronic check (eRefund) or check mailed to the cardholder's home address on file with the University. Please allow 2 – 4 weeks for all refunds. **MEAL PLANS ARE NON-REFUNDABLE.**

_____ / ____ / ____
Last Name First Name MI Today's Date

Banner ID: _____

Do you live on campus: Yes No

Reason for requesting refund: Graduation
 Officially* Withdrawn from University
 Other: _____

Telephone Number: _____ - _____ - _____

Cardholder Signature

*Officially withdrawn students must have withdrawn with the University's Retention Office in the Registrar's Office.

UNIVERSITY CARD OFFICE USE ONLY:

Banner

Charge Negated: _____ Detail Code: _____ Term: _____

Deleted balance by: Batch Manually

Amount of Hoot Loot to be refunded: \$ _____ No Refund, Balance Due SCSU

Current Term Invoice (bill) Attached Odyssey History Printout Attached

University Card Office Signature Date: ____ / ____ / ____

Added to Refund Database