



Tuition & Fees Office

APPLICATION FOR REFUND OF ENROLLMENT/NONRESIDENT TUITION FEE

- PRESS FIRMLY -

FOR COLLEGE BUSINESS OFFICE USE ONLY

Refund Check No. _____

Date Check Mailed _____

Check Amount _____

Check Mailed By _____

I understand the conditions of the refund policy. If the refund is approved and I have no outstanding debts or holds at the College, a check will be mailed to me. (Allow at least nine weeks for processing of check.)

I am applying for: Enrollment Fee Refund for Spring 20____

Nonresident (NR) Tuition Fee Refund Summer 20____

Fall 20____

I have dropped/withdrawn # _____ units on (date) _____.

_____ units on (date) _____.

Other: _____

Have already filled out drop form(s) and submitted them to the Registration Center for processing.

Last Name _____ First Name _____ Initial _____

CCSF ID No. _____ Social Security No. _____

Mailing Address _____

City _____ State _____ Zip Code _____

Telephone: Home () _____ Work () _____

Student Signature _____ Date _____

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_____ Total Units _____ ESL Exempt Units

\$ _____ Total Enrollment Fee Paid Receipt No _____ Units _____ Dated _____ \$ _____

Receipt No _____ Units _____ Dated _____ \$ _____

_____ Total Units Dropped During Change of Program Period

_____ Total Units Dropped After Change of Program Period

_____ Total Units Assessed

\$ _____ Total NR Tuition Fee Paid Receipt No _____ Units _____ Dated _____ \$ _____

Receipt No _____ Units _____ Dated _____ \$ _____

_____ Total Units Dropped by 2nd Calendar Week of Instruction

_____ Total Units Dropped by 4th Calendar Week of Instruction

_____ Total Units Dropped after 4th Calendar Week of Instruction

_____ Total Units Assessed

\$ _____ TOTAL AMOUNT PAID FOR ENROLLMENT/NONRESIDENT TUITION FEES

_____ Assessed Units x \$ _____ = \$ _____ - \$ _____ = \$ _____

EF Fee Assessed Amount Paid Enrollment Fee Refund

_____ Units Dropped x \$ _____ = \$ _____ x 100% = \$ _____

_____ Units Dropped x \$ _____ = \$ _____ x 50% = \$ _____

NRT Fee Fee Assessed NRT Refund Total NRT Fee Refund

DENIED TOTAL ENROLLMENT FEE/NONRESIDENT TUITION FEE REFUND \$ _____

OTHER _____

AUTHORIZATION FOR PAYMENT OF REFUND:

TUITION & FEES OFFICE _____ DATE _____ ADMINISTRATIVE SERVICES _____ DATE _____