REQUEST FOR REFUND OF $100 ENROLLMENT DEPOSIT

Request cannot be made before the term of separation and you must qualify within 12 months

Date: __________________________  Student ID#: __________________________

Name (Print): __________________________________________________________

Reason for Separation:  
   ___ Graduating - Date of graduation: __________________________
   ___ Withdrawal - Date of withdrawal: __________________________
   ___ Transfer to another school - Last term at UWW: ________________
   ___ Other - explain: ___________________________________________

Certifications:

   • I am separating from the University.
   • I have paid an enrollment deposit that has not been refunded in the past.
   • I have not been separated from the University for more than 12 months.
   • I understand I will receive the refund through my e-refunding account set up in Touchnet or at the address I have maintained with the University through the Registrar’s office.
   • I will continue to monitor my WINS account balance and promptly take care of any Holds.
   • I understand that to qualify for an enrollment deposit refund my account balance must be paid in full, or the refund will be applied to any remaining balance.
   • I understand my request will not be processed until at least **8 weeks** after the end of the separation term in order for all final charges to be posted to students accounts for that term.

Signature __________________________________________________________

Student Accounts
Hyer Hall, Room 110
800 W. Main Street
Whitewater, WI 53190
Phone: 262-472-1373
Email: sfs@uww.edu