IMPORTANT NOTICE

Anticipating a Refund Check
Fall 2017?

Students:
If a credit balance is created when your financial aid posts to your student account and you would like to receive a refund check, please complete a Refund Request form and submit the completed form to the Office of Student Accounts, JH 102 (see schedule below). Refund Request forms are available at the Office of Student Accounts, JH 102, OR online at www.butler.edu/student-accounts

Refund Schedule:
If the completed form is submitted by August 29, 2017, you will receive a refund check on September 7, 2017, PROVIDED a credit balance is on the account at the time of review.*

Forms submitted 8/30/17 through 9/6/17 will receive a refund on 9/13/17 (PROVIDED a credit balance is on the student account at the time of review).

After 9/6/17, refunds will be processed weekly while classes are in session. (Forms must be submitted by Tuesday evening to receive a refund on Friday.)

*Review is based on the account balance as of 8:00 a.m. Wednesday, August 30, 2017.

Due to the September 6, 2017 drop date, the first available date for refunds is September 7, 2017.