

BG Bucks Refund Request



BG1 Plus
112A Bowen-Thompson Student Union
Phone: 419-372-4127, Fax: 419-372-4364
bg1plus@bgsu.edu
www.bgsu.edu/bg1plus

Note: This form is used to request a refund of BG Bucks. This form is not used to request a refund of Falcon Dollars or Bookstore Bucks. To inquire about Falcon Dollars, contact BGSU Dining. To inquire about Bookstore Bucks, contact the BGSU Bookstore

Full Name:

BGSU ID:

Mailing Address:

Phone Number:

BGSU E-mail

Please check one of the following reasons for your refund request::

- I am graduating from BGSU as of _____ (Graduation Date)
- I am withdrawing from BGSU as of _____ (Withdrawal Date)
- I will no longer be employed by BGSU as of _____ (Termination Date)
- I am continuing with the University, however, I am requesting a refund of \$_____ at this time. *Option only available at the end of the Spring Semester.*

If you are employed by BGSU and have a payroll deduction set up by the University, would you like to stop that?

- Yes No

A \$10.00 check processing fee will be assessed and deducted from the amount of your refund request. If the balance on your BG Bucks account is below \$10.00, you will not receive a refund.

Signature:

Date:

Return this form to BG1 Card Services. Our contact methods are listed above.

For Office Use Only

BG Bucks Balance _____ Amount processed in BbTS _____

Amount of Refund _____ Date processed in BbTS _____

Payroll Deduction _____ Refund processed by _____