BOOK VOUCHER REFUND REQUEST FORM
Student Financial Services
FHAC Suite G7
Tallahassee, Florida 32307
Phone: 850-561-2949 - Fax: 850-599-8618 - Email: studentaccountsdocs@famu.edu

Print Full Name: ______________________________. ____________________
                      (Last)             (First)

Student Address: _______________________________   __________________
                      (Street Address)  (Apt #)
                      _____________________ , __________________
                      (City)                  (State)            (Zip Code)

Phone Number: _______________________________                      Email Address: _______________________________

Please answer the following questions below by selecting YES or NO:

Do you have a credit balance on your RattlerCard resulting from an unused book voucher? □ YES □ NO

Is your direct deposit information or mailing address current? □ YES □ NO

PLEASE NOTE: If you have a balance on your account, the proceeds from the unused book voucher will be
applies to the balance in iRattler. Refunds are processed on Monday of each week.

Explanation:____________________________________________________________________________________
                                                                                                  __________________________________________
                                                                                                  __________________________________________
                                                                                                  __________________________________________

Student’s Signature: ______________________________  Date: ______________________________

FOR OFFICE USE ONLY:
Request: ☐ Approved  ☐ Denied  Amount: $________

Comments:____________________________________________________________________________________
                                                                                                  __________________________________________
                                                                                                  __________________________________________

Assistant Controller’s Signature: ______________________________  Date: _________

Balance deleted from RattlerCard/Charge Adjusted via iRattler?  ☐ Yes  ☐ No

Signature: _____________________________________________  Date: ________________