

REFUND ADVANCE INFORMATION

A Refund Advance is available for expenses attending EMU. The advance is provided to currently enrolled students who need immediate access to funds for living expenses, transportation expenses, medical expenses, and books or other academic supplies. Advances can only be provided to students that have enough ***certified*** excess financial aid to cover all student account charges.

- Advances are only available during the months of ***January*** and ***September*** and cannot exceed \$300.
- Must be a current student and have completed one semester with EMU or have a minimum of 12 credits transferred
- Must have an accepted Authorization to Pay (ATP) form on file
- The processing time for the application is one business day and the student will be contacted by e-mail on the decision of the application

If Advance is Approved:

The advance will be billed to the student's account and is subject to late fees, if applicable

The student must have a valid form of ID in order to receive the advance: Driver's license, State ID, Passport or EMU Student ID

The student will need to read and sign the Refund Agreement

Refund Advances are distributed by Student Business Services in the form of cash

*****Please Keep this Page for your Records*****

Student Business Services
201 Pierce Hall
Ypsilanti, MI 48197

Hours:
M-W, F - 8am-5pm
Thursday - 9am-5pm
Phone: 734.487.3335
Fax: 734.487.0447

STUDENT APPLICATION

EID: _____

Name: _____

Current Address: _____

Preferred Phone Number: _____

My.Emich E-Mail Address: _____

What is the purpose of this advance? _____

How much is being requested? (\$300 Maximum) _____

