



UNIVERSITY OF NORTH CAROLINA
SCHOOL of the ARTS

ONE CARD REFUND REQUEST

Date _____

Last Name _____ First Name _____ M.I. _____

Street Address _____ Apt. _____

City _____ State _____ Zip _____

CWID Number _____ Telephone _____

Current Balance \$ _____ Email _____

Reason for Refund:

_____ I am graduating.

_____ I am not returning to UNCOSA next term.

_____ Faculty / Staff Member no longer employed at UNCOSA

REFUND POLICY

- Upon graduation or withdrawal from UNCOSA, any *Pickle Dollars* account with a balance of \$25 or higher will be eligible for a refund provided you complete a [One Card Refund Request form](#).
- You must apply with the One Card Office for a refund at the end of term in which you graduate or at any other time during the term if you officially separate from UNCOSA.
- Refunds will not be received until all school fees are paid in full. All refund checks will be mailed to the payee. Refunds take approximately 2 months for processing. Those requesting a refund must also complete a **Taxpayer ID form**.
- **FOR SUMMER SESSION STUDENTS - ANY BALANCE NOT USED BY THE END OF THE SUMMER SESSION IS FORFEITED.**

Signature _____

FOR OFFICE USE ONLY

Processed By _____ Date _____