Refund Request

Enrollment Services Department

Phone: (951) 465-7887

e-Document Submission: https://msjc.edu/hub/

The Refund Request for m is used for student enrollment fees. This form is not for s tudents who drop courses prior to the refund deadline, as they will be refu nded automatically.

- s ä Complete the Student Information portion.

- t ä Select and complete the refund item, total amount, statement and attach supportive documentation.
  - x Refund Policy | Mt. San Jacinto College (msjc.edu)

- u ä Submit the fully signed and completed form online to the Enrollment Services Student e-Document submission HUB at: https://msjc.edu/hub/

- v ä After review by Enrollment Services, if approved, the student's record will be updated to reflect the changes. If denied, the student will be contacted.

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Name: _____ Student ID#: _____

Email: _____ Phone #: _____

I am requesting a refund for:

    Enrollment Fees/ Tuition : $_____

    Course/Section Number:_____

    Mandatory/Op tional Fees: $_____

    Other: $_____

    Total Amount Requested: $_____

    (Per Title 5,Education Code 72252 $10 processing fees may be applied)

Reason for Refund (Attach supportive documentation, if applicable):

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