

Refund / Return of Funds Notification Form

This form should be used to notify GEMCOR of any students on whom you have returned funds to the Title IV programs. Be sure to include the proper award year for accurate processing. Also, the "Refund Date" should reflect the actual date that the funds were deposited into your federal aid account. We will then electronically adjust the student's record with the Department of Education.

School Name: _____ **Pell ID:** _____

<i>Student Name</i>	<i>SSN</i>	<i>Refund Date*</i>	<i>Refund Amount</i>	<i>Program (Pell, etc.)</i>	<i>Award Year</i>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____	_____

School Official's Signature _____