

## REQUEST FOR CANCELLATION OF BOARD DURING MAY TERM

To receive any refund, **the student must be registered for an off-campus course and be off-campus for at least one week** during May Term. A refund will not apply to a student not on campus during the day yet still living in campus housing during May Term.

If you are on a flex meal plan, you must have a flex balance of **\$32.56 for the 12 flex meal plan and \$8.14 for the 6 flex meal plan**. If not, the amount under \$32.56/\$8.14 will be charged to your student account.

If you owe a balance on your student account, the amount of the board refund will be applied to your account. If your account is paid in full, we will issue a check for the amount of the board refund. The refund amounts are listed below:

20 meal plan/ full board	\$317
14 meal plan/ part board	\$302
12 flex meal plan	\$317
6 flex meal plan	\$148

A complete Board Refund Policy is available in the Business Office.

Name: \_\_\_\_\_ ID Number \_\_\_\_\_

I will be living off campus during May Term because my May Term study requires that I reside off campus.

**NOTE: If you are participating in a Simpson travel course, you do not need to complete this form. The refund will be automatic.**

**Please return your completed form to the Business Office by May 1, 2011.**