

Morningside College

Student Account Refunds

Once a student has a credit balance on their student account, he/she can come to the Business Office and fill out a check request form. Check requests are processed once a week and must be requested by Wednesday 12:00noon to receive a check on Friday after 11 a.m.

If a student has a *Parent Plus Loan* on their account, their parent needs to fill out a *Parent Plus Loan Terms and Conditions* form and return it to the Financial Planning Office before a check request can be processed. Students will receive a Credit Statement once a month. Student can also view their account on [CampusWeb](#) at any time.

Title IV Credit Refunds

If the credit is the result of Title IV funds, federal regulations require the credit balance to be refunded within 14 days. Students who want credit balances retained by Morningside College on their student account must give written authorization to the Business Office.