

# FEE(S) REFUND FORM

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## Fee(s) Refund Request Form "THIS IS NOT A CLASS DROP REQUEST"

STUDENTS MUST DROP THEIR CLASS(ES) BY THE CREDIT DEADLINE BEFORE A REFUND CAN BE ISSUED.

Date: \_\_\_\_\_

OFFICE  
WILL  
COMPLETE

<input type="checkbox"/> Enrollment Fee	Amount	\$ _____
<b>*Deduct: Administrative Fee</b>		\$ <b>-10.00</b>
<input type="checkbox"/> ASB Card		\$ _____
<input type="checkbox"/> Health Fee		\$ _____
<input type="checkbox"/> Materials Fee - Subject _____		\$ _____
<input type="checkbox"/> Non-Resident Tuition (prorated).		\$ _____
<input type="checkbox"/> Parking Fee ( <b>Permit Attached</b> )		\$ _____
<input type="checkbox"/> Student Center Fee		\$ _____
<input type="checkbox"/> Web Registration Fee - nonrefundable		\$ _____
<input type="checkbox"/> Other _____		\$ _____
<b>TOTAL REFUND</b>		\$ _____

**\* A refund from a dropped class will be charged a \$10.00 administrative fee once per semester.**

Overpaid     BOG fee waiver     3rd Party     Cancelled Class     Dropped

Comments: \_\_\_\_\_

Name (print): \_\_\_\_\_

Student I.D. Number: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**CHECKS ARE COMPUTER-GENERATED. YOUR ADDRESS MUST BE ACCURATE IN THE ADMISSIONS & RECORDS OFFICE!**

**A refund check will be mailed. Please allow 4-5 weeks for receipt of your refund.**

Options for Refund:

- Bring this request to the Oxnard College Student Business Office **or**
- Mail this request to Oxnard College Student Business Office (OCSBO),  
4000 S. Rose Avenue, Oxnard, CA 93033 **or**
- Fax this request to: (805) 986-5945

### OFFICE USE ONLY

Verification / Office: \_\_\_\_\_ Date: \_\_\_\_\_

Refund Processed by: \_\_\_\_\_ Date: \_\_\_\_\_

Amount \$ \_\_\_\_\_ Check No. \_\_\_\_\_ Date: \_\_\_\_\_

OXNARD COLLEGE