



Student Refund Schedule

The Student Accounts Office begins processing refunds 5 days prior to the first day of classes to students with a full-time registration status (12 credits Undergraduate/Post Baccalaureate)*. Students expecting a refund **MUST** complete all Financial Aid requirements and confirm their bill by the confirmation deadline for the applicable semester. Holds on your account may stop a refund from being processed.

**Students registered for fewer than 12 credits: Refunds will be processed after the 3rd class day. If you do not intend to add additional credits please contact the Student Accounts Office at 406.994.1991 or send an email to studentaccounts@montana.edu to request your refund.*

To check your confirmation status, login to **MyInfo** (www.montana.edu/myinfo) and select **Electronic Billing and Payment**. If you have an estimated refund on your Web bill you must confirm your bill by clicking on the **Confirm My Bill** link at the bottom of the page. Remember to check **View Holds** and **Financial Aid** pages for any unsatisfied requirements.

Refunds will be processed Monday, Wednesday and Friday for students who elect Direct Deposit. Please allow 3-4 days after processing for funds to be deposited in your bank account. Paper checks will be processed on Thursdays, and mailed 1-2 business days after processing. Checks CANNOT be picked up in person.

Students are encouraged to sign up for Direct Deposit for safer and faster refunds.

To enroll in Direct Deposit**, login to **MyInfo** and select **Electronic Billing and Payment**. Check out the Student Accounts Web page for more information:
www.montana.edu/wwwbu/studentaccts.html

***Excess funds from Parent PLUS loans will be issued by check to the borrower unless the parent requests funds be issued to the student.*

If you elect to NOT enroll in Direct Deposit your refund will be mailed to your most current address in My Info in the order indicated below:

- 1) Campus Address (if living in Residence Halls)
- 2) Mailing Address
- 3) Permanent Address

It is your responsibility to verify and update your address in MyInfo
www.montana.edu/myinfo