



Date of Submission: _____

RU Express Refund Request Form

Full Name

RUID Number or NetID

Signature

Phone Number

E-mail Address

RU Express refunds will be granted only to those who no longer attend Rutgers University and have balances equal to \$25.00 or more.

Reason for Leaving the University:

- Graduated Date of Graduation: _____
Refund will not be processed until after Date of Graduation.
- Withdrew Effective Date of Withdrawal: _____
Please provide copy of approved withdrawal form for immediate processing.
- Other (dismissed, transferred out) Last day on Campus: _____
Please provide reason. If approved, will be processed after last day on campus.

Please do not submit this form more than one week in advance of your last day with the University. Refunds may take 4 to 8 weeks from the time we receive your request.

This form may be submitted the following ways:

Email (attachment) ruexpress@dining.rutgers.edu

Fax (732) 932-3915

Mail
RU Express and Board Plan Office
Records Hall, Room 102
620 George Street
New Brunswick, NJ 08901