



**Financial Aid Refunds**

Federal Direct, Federal Perkins, Federal Direct PLUS, and private loans are disbursed directly to a student's tuition account after all financial aid requirements have been satisfied. If the total loan proceeds are greater than the total amount due, a refund is issued for the excess amount to the student. Refunds will either be transmitted directly to the bank established by the student when setting up direct deposit or mailed to the Mailing Address on the students account.

**Returning a Refund**

If you have received a refund of your student loans and you would like some or all of those excess funds returned to your lender in order to reduce the loan principle, please fill out "Step 1" and "Step 2" below and submit this form to the Bursar's Office. You may confirm your loan principle has been reduced online by logging into [PioneerWeb](#).

**Step 1: Student's Confirmation of Return Request**

I, \_\_\_\_\_, have received a refund in the amount of \_\_\_\_\_ for the  
(Print First and Last Name) (Dollar Amount)

\_\_\_\_\_ term and would like to have \_\_\_\_\_ returned to my lender. I have either made a  
(Fall, Winter, or Spring) (Dollar Amount)

payment online, attached to this form either a personal check\* issued to the University of Denver, or attached the original refund check issued to me from DU.

**Step 2: Student Signature**

Student Signature: \_\_\_\_\_ Student ID: \_\_\_\_\_

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

**Step 3: Bursar's Confirmation of Payment**

Amount of payment received: \_\_\_\_\_ Received By & Date: \_\_\_\_\_

**Step 4: Financial Aid's Confirmation of Request Form Receipt**

Received By & Date: \_\_\_\_\_ \*\*

\*Any check returned for insufficient funds will void its associated return request.

\*\*Processing of this form by the financial aid office may take up to ten business days.