

Parking Permit Fee Refund Request

Parking Permit tag must be attached to form to process refund.

Student Name: _____ ID# _____

Permit # _____ Payment Receipt # _____ Method of payment _____

I request a refund of my parking permit fee for the following reason:

See Police Regulations for parking details <http://www.austincc.edu/police/services/ParkingRegs.htm>

- All of student's classes were canceled.
- The student was dropped from all classes due to non-payment
- The student dropped all classes
- Other -State reason for exception if request is other than those listed above

Approval of exceptions is at the discretion of the College Police Chief

Signature of Student: _____ Date: _____

Signature of Cashier: _____ Campus: _____ Date: _____

CASHIER: Complete form, attach parking permit and send to SVC Cashier Office

To be completed by Police

Refund: Approved Not approved

Signature: _____ Date: _____
Police Chief

SVC Cashier Office: Permit removed by _____ Date: _____

Student Accounting Refund processed _____ Date: _____
Return form to Cashier Office
CAPO.001.0907