

**Office of Student Accounts – Release**  
Willamette University Sponsored Study Abroad Program – Fall 2009  
**IMPORTANT ! – PLEASE COMPLETE AND RETURN**  
**TO STUDENT ACCOUNTS IN WALLER HALL**

\_\_\_\_\_  
(PRINT NAME)

\_\_\_\_\_  
(BOX #)

\_\_\_\_\_  
(PROGRAM)

\_\_\_\_\_  
(ID NUMBER)

\_\_\_\_\_  
(LOCAL PHONE)

\_\_\_\_\_  
*If you are NOT receiving any financial aid (loans, grants, scholarships etc.),  
please check here and return to the Student Loan Office in Waller Hall.*

-----

We have been informed that you will be studying abroad for **FALL 2009**  
In order to better serve you, we need to know where to send any funds due to you and or checks to be endorsed. We would like to have the name of someone you trust to take care of your financial business.

- A refund check may be issued if a loan or award overpays your account. Who could we send this check to that could deposit the check into your bank account.?
  - We need to know if this is a non-Willamette program – who pays what (make note at bottom of page).
  - If your loan should come as a paper check instead of electronically, who would we send this to who can deposit this check into your bank account and issue funds back to Willamette University if necessary.
  - **Perkins Loan?** -Your Perkins loan is not complete until you have signed the Promissory Note and completed the application. The funds will not be disbursed until you complete your paperwork.
  - Contact Bev Loos at 503 375 5455 or [bloos@willamette.edu](mailto:bloos@willamette.edu) regarding your Perkins Loan.
- 

I give permission for Willamette University to contact the following person regarding my account while I am studying abroad.

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Relationship)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City)

\_\_\_\_\_  
(State)

\_\_\_\_\_  
(zip code)

\_\_\_\_\_  
(Home Phone)

\_\_\_\_\_  
(Work Phone)

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Date)

**PLEASE RETURN ASAP TO STUDENT LOANS/ACCOUNTS.**