Office of Student Accounts – Release
Study Abroad – 2015-2016

RETURN TO: STUDENT ACCOUNTS IN WALLER HALL

(PRINT NAME)  (ID NUMBER)

(PROGRAM)  (Country)  (LOCAL PHONE)

Program Session (check one):  ☐ Summer  ☐ Full Year  ☐ Fall  ☐ Spring

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

We have been informed that you will be studying abroad in the upcoming academic year. 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, to whom would we send this check 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 regarding your Perkins Loan.

I give permission for Willamette University to contact the following person regarding my account while I am on an off-campus program.

(Print Name)  (Relationship)

(Address)  (City)  (State)  (ZIP code)

(Home Phone)  (Work Phone)

(Student Signature)  (Date)

RETURN BY April 3, 2015 TO:
STUDENT LOANS/ACCOUNTS

do not return this form to International Education