Institute of Music and Dance at Marygrove College REFUND REQUEST FORM

- A \$10. processing fee is applicable for all refunds, with the exception of cancelled classes
- There are NO REFUNDS for: Dance Cards, classes meeting 5 sessions or less, or after 2nd class meeting
- 90% refund before 2nd class meeting *****PLEASE ALLOW 2-4 WEEKS FOR PROCESSING*****

PLEASE PRINT LEGIBLY	
Today's Date	TERM □ Fall □ Winter □ Spring □ Summer
Student Name	I.D. #
Address	
	State Zip Code
Home Phone	Cell Phone
Course #	Course Title
Reason for refund	
Refund payable to	Address if different
Student/Parent/Guardian Signature	
	OFFICE USE ONLY
Amount to be refunded	Payable to
Authorized by	Date request sent to Business Office

DIRECTIONS for Refund Request Form:

This form may be:

- delivered in person to the Marygrove College Enrollment Center, room LA 120
- mailed to Marygrove College, ATTN: Judith Molina, 8425 W. McNichols, Detroit, MI 48221
- faxed to the attention of Judith Molina at 313.927.1345