



1755 Lake Cook Road
 Deerfield, IL 60015-5209
 866.247.2172
 isac.schoolservices@illinois.gov

GIFT ASSISTANCE PROGRAMS REFUND CHECK FORM

Please report the dollar amount refunded for each program/year if submitting a single check with funds for **multiple** programs or academic years.

Mail Refund Checks to: Finance & Accounting Division - J10
 Illinois Student Assistance Commission
 1755 Lake Cook Road
 Deerfield, IL 60015-5209

To ensure refunds are credited to the correct account (both school and/or student) and the appropriate ISAC gift assistance program, please complete the requested information below.

DATE SENT TO ISAC			
SCHOOL NAME			
MAP CODE /ED CODE/IVG CODE			
PROGRAM(S)			
ACADEMIC YEAR(S)			
VOUCHER NUMBER <small>(specific to the above academic year)</small>			
TERM(S)			
CHECK NUMBER			
CHECK DOLLAR AMOUNT	\$		
REASON FOR REFUND			
<input type="checkbox"/> Returning Amount Due at End of Year: Per ISAC’s letter indicating total amount owed.			
<input type="checkbox"/> Current and/or Prior Year Refund: <ul style="list-style-type: none"> • Provide the students’ names and Social Security numbers (last 4-digits); • Indicate actual credit hours enrolled; • List dollar amount refunded for each term; and • State the institution’s reason for the refund. 			
<input type="checkbox"/> External Compliance: ISAC’s Finance & Accounting Division will forward a copy of the Final Program Review Report to the appropriate internal department.			
<input type="checkbox"/> Other Refund: Provide Explanation			