

Refunds for Financial Aid

Refund Policy

The [Financial Aid Office](#) will normally disburse funds to the student's account starting 10 days prior to the first official class day. At that time, a credit for the amount of the financial aid will be posted to the student's account. Financial Aid funds will first be applied to any outstanding balances (tuition & fees, short term loans, parking tickets, library fines, etc.). The Bursar's Office will create a refund transaction for any remaining credit balance. This will either generate a refund check or an electronic funds transfer for students who have been set up on [direct deposit](#). Refund transactions may be viewed online using [Galaxy](#).

The refund check will normally be available to the student for pick up at the Bursar's Office three business days after the refund was generated. Checks are held at the Bursar's Office for pick-up and are subsequently mailed out after eight to ten weeks. The direct deposit can take three or more business days, depending on your banking institution.

If the student's account is credited for any other reason (a credit for a fee, return of parking decal, third party reimbursement, closing out a comet card, etc.), the Bursar's Office will analyze the account and if the student doesn't owe any other outstanding balance, a refund transaction will be created. The student will receive either a refund check or an electronic funds transfer for students who have been set up for [direct deposit](#).

Note: Please make sure that you have provided the University with a valid local address. Foreign addresses will cause a delay in the availability of the refund. The address may be updated at the Registrar's Office or online using the Student Information System.



Finance Division: (972) 883-2612

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