



This form is in place to ensure accurate management and timely closing of student Plaid Cash accounts after separation from Carnegie Mellon University. Staff and faculty are not eligible to receive Plaid Cash refunds for any reason.

Plaid Cash Withdrawal Request

In order to process this withdraw request:

- The student must be seperated from the university via graduation, withdrawal or dismissal.
- There must be a balance of Plaid Cash greater than or equal to \$50 at the time the withdraw request is reviewed by The HUB staff.
- A \$25 withdrawal fee will be withheld from the balance refunded.
 - Example: A remaining balance of \$50 on Plaid Cash at the time of separation will result in a refund of \$25 to the student and withholding of a \$25 processing fee.

Withdrawal Information

Withdrawal amounts will be released within 3-5 business days of form processing via electronic refund, if set up on SIO, or a paper check mailed to the permanent mailing address on file.

Student Name: _____
Last First

Contact Phone Number: _____ Andrew ID: _____

ID Card Number (*beginning with 8*): _____

Signature

Student Signature: _____ Date: _____

For Office Use Only

Completed in Micros Register: HUB Initials _____ Date _____

Refund Request Sent to SAO-Refunds: HUB Initials _____ Date _____