



## VIEW YOUR FINANCIAL AID REFUND

When your awards are disbursed to your CUNYfirst account, they will be applied to any unpaid tuition and fee charges. If you have a financial aid credit balance after the payment of your tuition and fees, you will receive a refund that will either be electronically deposited to your personal bank account if you have set up **Direct Deposit** or sent to your home address in the form of a paper check if you have not set up Direct Deposit.

**Please note:** The difference between a disbursement and a refund; your financial aid is disbursed to your CUNYfirst account, not to you personally. Only after all charges on your account are satisfied will you be eligible to receive a refund. A refund appears on your CUNYfirst account 1-2 days after a disbursement is posted. You will receive that refund 3-5 days after it posts. Keep this timeframe in mind when doing your financial planning.

Detailed information about all disbursements and refunds can be seen on your **Account Activity** page.

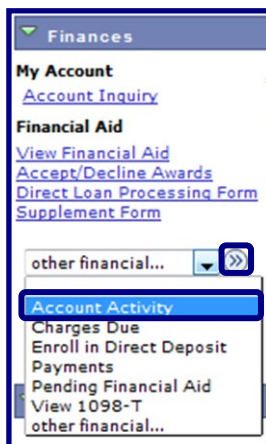
View your account activity information by doing the following:

**STEP# 1:** Login to CUNYfirst at:  
<https://home.cunyfirst.cuny.edu>

**STEP# 2:** Select **HR/Campus Solutions** from the menu on the left

**STEP# 3:** Navigate to **Self Service** followed by **Student Center**

**STEP# 4:** Under the **Finances** section, select the **Account Activity** link from the drop down menu, then click on the double arrows (➤).



The **Account Activity** page will display the activity occurring in your account for the academic year. To view per semester, select the semester from the dropdown list then click **go**.

**Account Activity**

View by

From 09/16/2014 To 03/16/2015 2015 Spring Term go

Transactions		Find   View All	First	1-10 of 16	
Posted Date	Item	Term	Charge	Payment	Refund
03/03/2015	Refund of Financial Aid	2015 Spring Term			1,432.50
03/02/2015	Federal Pell Spring	2015 Spring Term		1,432.50	
01/21/2015	Refund	2015 Spring Term			652.00
01/21/2015	Refund of Financial Aid	2015 Spring Term			650.55
01/20/2015	Federal Pell Spring	2015 Spring Term		1,432.50	
01/20/2015	Federal SEOG Spring	2015 Spring Term		175.00	
01/20/2015	Initial Tap-Spring	2015 Spring Term		954.50	
01/20/2015	NYC Council Merit Scholarship	2015 Spring Term		400.00	
01/20/2015	NYS Scholar Academic-Spring	2015 Spring Term		750.00	

In this example, the two Scholarships, TAP, SEOG, and the first-half of the Pell grant were disbursed to the student's account on January 20th. Refunds were processed the next day on January 21st. These refunds were issued to the student on January 23rd. Additionally, a second Pell disbursement was made on March 2nd, another refund was issued on March 3rd, and this refund was issued on March 6th.

### **REMEMBER**

**Disbursement** - the transfer of funds into your CUNYfirst Student Account.

**Refund** - the return of funds to you that exceed your tuition and fees. Refunds are issued either as a direct deposit payment to your bank account or mailed to your home as a check. Refunds are made available to you within 3-5 days after the date the refund posts to your account. You need to make allowances in your financial planning to account for the timeframe between the initial disbursement date and the date you may expect to receive your refund.