



Teachers College

COLUMBIA UNIVERSITY

OFFICE OF THE BURSAR

REQUEST FOR HOLDING/TRANSFERING OF EXCESS FUNDS TO A FUTURE SEMESTER

Students Name: _____ Date: _____

College ID #: _____

Dear Office of the Bursar:

I hereby authorize Teachers College, Columbia University to withhold \$_____ of my excess funds for a future semester(s) housing, tuition, and/or fees.

I attest that I have read and understand the above agreement.

Sincerely,

Student's Signature

Telephone

**** OFFICE OF THE BURSAR USE ONLY ****

Credit on Account:	\$	_____
Amount Authorized for Transfer:	\$	_____
Variance to be Refunded:	\$	_____
Amount Transferred to Term:	\$	_____
Amount Transferred to Term:	\$	_____
Amount Transferred to Term:	\$	_____
Amount Transferred to Term:	\$	_____
Amount Transferred to Term:	\$	_____

Signature of Authorized Teachers College Staff Member:

X _____