



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

January 9, 2007

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY07-29

Distributed via Campus Email

To: All Students
From: Mary Lee Hodge
Vice President for Business Affairs
Re: Student Refunds

There will be two ways to get student refunds beginning this spring....via direct deposit (PV Pay) or mail

IF YOU CHOOSE—

Direct Deposit:

The fastest method to receive your student refund is via direct deposit into your bank account. The refund process date and amount will be listed on PANTHERTRACKS as “direct deposit”. The refund will be processed by PVAMU’s bank within two business days of the date listed on PANTHERTRACKS. The date the direct deposit will be entered on your personal bank account can vary based on the bank you are using. The typical deposit will be made within one (1) to three (3) business days after PVAMU’s bank has processed the direct deposits.

HOW TO SIGN UP FOR PV PAY (direct deposit):

The following web site can help answer your questions:

www.pvamu.edu/pvpay

Need a bank account? No problem! There are many area banks that are willing to help provide you with a free checking account.

Mail:

It is your responsibility to make sure that your address in PANTHERTRACKS is correct. Your refund check will be mailed to the address you entered. The refund process date and amount will be listed on PANTHERTRACKS as “check mailed”. The check will be actually mailed within two business days of the date listed on PANTHERTRACKS and mail delivery time will vary three (3) to seven (7) days.

The first student refund for spring 2007 is scheduled to be processed for awards posted and received as of January 22, 2007. The actual refund will be mailed or direct deposit will be sent on January 26, 2007.

xc: Employees