

UNIVERSITY of HOUSTON

CAMPUS RECREATION

Refund Request Form

Please note, this is a request only, completion of this form does not guarantee a refund. UH Camp Administration will review your request based on our guidelines listed at www.uh.edu/summercamps

Account Information

Last Name	First Name	Middle Initial	UH ID (if applicable)
-----------	------------	----------------	-----------------------

Mailing Address	City, State, and Zip	Email Address
-----------------	----------------------	---------------

Check One: UH Student UH Faculty/staff (non-member)
 UH Faculty/Staff (CRWC member) Community

Requesting a Refund For: (please check all that apply)

- Week 1: 6/6-6/13
- Week 2: 6/13-6/20
- Week 3: 6/20-6/27
- Week 4: 6/27-7/1
- Week 5: 7/11-7/15
- Week 6: 7/18-7/22
- Week 7: 7/25-7/29
- Week 8: 8/1-8/5

Method of Payment:

- Check
- Cash
- Credit Card

Credit Card #: _____

Expiration Date: _____

Name on Card: _____

Refund Policy:

All refund requests must be submitted in writing and received by UH Camp Administration by the dates below.

Refund Amount	Request must be received
100%	May 1st by 5pm
75%	May 1st - May 15th by 5pm
50%	After May 15th: No later than 15 business days before purchased session begins
25%	Within 15 business days of purchased session
0%	No refund after the first Monday of session or week

Camps Fees paid by credit card will be credited immediately upon approval by UH Camp Administration. Purchases made by check or cash will be refunded by direct deposit within four to six weeks after approval by UH Camp Administration. Refunds will be made only to original payee or credit card holder.

Comments: