

Shippensburg University Student Services, Inc.
Student Parking Refund



Students graduating in December are eligible for a partial parking refund. The amount of the refund will be \$30.00. Completed forms and the issued parking tag must be returned and/or postmarked **no later than two weeks after the end of the current semester of graduation.**

Completed forms and parking tags can be returned in person at the SUSSI Fiscal Office, CUB Room 204 Monday-Friday, 9:00 a.m. - 4:00 p.m. or by mail to:

SU Student Services, Inc.
1871 Old Main Drive
Ceddia Union Bldg., Room 204
Shippensburg, PA 17257

Student Name:

Student Address:
*(mailing address for
refund check)*

Phone Number:

Email Address:

Full name on credit card used
for original purchase:

Last 4 digits of credit card
number used for original
purchase:
(credit card must still be active)

Parking Tag #:

Academic Year:

Graduation Date:

You can find this form online at <https://www.ship.edu/life/clubs-organizations/ssi/forms/>

For SUSSI Use Only

Date of Credit Card Refund: _____

Date of Check Refund: _____

Refund check #: _____