

**Office of Student Accounts**

**Request for Paid in Full Statement**

I would like to request a Paid in Full statement for the \_\_\_\_\_ semester.

This should include the courses taken during the requested semester and signature of the person preparing the statement.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Student ID Number

**This request will be processed within 48 hours of receipt.**