



Hornet Central Use Only: CMPFX	
Date: _____	Amt. Paid \$: _____
Receipt#: _____	Initials: _____
Scanned to Auxiliary Services:	
Date: _____	Time: _____

Hornet Dollars Authorization Payment Form

SU ID#: _____ Name: _____ Date: _____

Amount: \$ _____

Hornet Dollars are monies added to an identification card to be used in the campus bookstore to purchase books, supplies, and SU gear. Hornet Dollars may also be used for food and non-alcoholic beverages in select locations both on and off campus. They are used in the same manner as Flex Dollars (on selected university meal plans), but Hornet Dollars transfer from semester to semester and never expire. Prior to graduating, please email hornetcentral@su.edu to request a Hornet Dollars refund.

Payment Options:

To use financial aid, please read and sign:

I authorize Shenandoah University to charge my student account for the amount selected. By signing this form I am giving authorization to Shenandoah University to use my Title IV Financial Aid funds to pay for this expense. I further understand that if my eligibility for financial aid changes or if the amount of my financial aid is reduced, I will be responsible for any balance due on my student account. **I understand that a credit balance for the amount entered must appear on my account before this authorization can be processed.**

Student's Signature: _____ Hornet Central Approval: _____

Scan completed form to: hornetcentral@su.edu or by fax to 540-665-5433

To pay with check: Make check payable to Shenandoah University and mail check with completed form to: Shenandoah University, Hornet Central, 1460 University Drive, Winchester VA 22601 or in person at Hornet Central/Wilkins Bldg 2nd floor.

A nonrefundable 1.5% surcharge is imposed on the transaction amount of all credit card payments, which is not greater than the cost of acceptance. A surcharge is not imposed on the usage of Debit cards. If you use your Debit card to make payment, please first check your daily spending limit set by your bank.

To pay by credit/debit card, complete information:

Type of Card: VISA__MC__Discover__AMEX__

*Credit Card _____ *Debit Card _____

***Required information in order to process**

Cardholder Name: _____

Cardholder Address: _____

Cardholder Signature: _____

Credit/Debit Card Number: _____ Exp. Date: _____

Fax completed form to 540-665-5433; mail to: Shenandoah University, Hornet Central, 1460 University Drive, Winchester VA 22601 or deliver in person at Hornet Central/Wilkins Bldg 2nd floor.

To add hornet dollars online, use the following link:

<https://su-sp.blackboard.com/eAccounts/AnonymousHome.aspx>