



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

### Hornet Dollars 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](mailto:hornetcentral@su.edu) to request a Hornet Dollars refund.

#### Payment Options:

**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 2<sup>nd</sup> floor.

#### To pay by credit/debit card:

*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.*

#### Complete the following:

Type of Card: VISA \_MC \_Discover \_AMEX \_

\*Credit Card \_\_\_\_\_ \*Debit Card \_\_\_\_\_

**\*Required information 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 2<sup>nd</sup> floor.

*(Forms containing credit/debit card information and emailed to Hornet Central **will not** be processed).*

#### To add Hornet Dollars online, use the following link:

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

07/29/20