

If you are seeing a on your account summary, this reflects a . Overpayments will automatically transfer to your next active term. Alternatively, you can request a refund through your Student Centre. Depending on the information included with the request, refunds are issued by E-transfer, cheque, or Convera Global Pay; please see the website <u>here</u> for further information. The following instructions will guide you on how to request a refund and/or view the status of previous request.

: If the credit on your account is due to an award disbursement, the balance will be refunded by autodeposit based on the banking information you provide.

1. Log into MyUofC portal.



2. After logging into the MyUofC portal, you can request a refund from the

page.



3. A term showing a negative number indicates a credit on the account, and that a refund should be available. To request a refund or review the status of a previous request, select under the



4. Depending on the information included

