

**KVCC**

**Book and Supply Authorizations  
Parking Pass Authorizations  
Credit Balance/Refunds  
2010 - 2011**

If your tuition and fees are paid, and your financial aid award is greater than the amount of your tuition and fees paid, this will result in a credit balance on your student account. This balance will be disbursed to you in the form of a KVCC Bookstore Authorization, KVCC Parking Pass Authorization, and/or a credit balance/refund. Depending on when your credit balance occurs, will determine if you are eligible for an authorization and/or a credit balance.

**Book and Supply Authorizations:** Book and supply authorizations are usually available the week before the semester starts and continuing through the second week of the semester.

**2010 fall semester:** August 30, 2010 – September 16, 2010  
**2011 winter semester:** January 3, 2011 – January 20, 2011  
**2011 summer semester:** May 9, 2011 – May 20, 2011

To access your authorization, you must be registered for the upcoming semester and have had your financial aid processed.

**Parking Pass Authorizations:** Financial aid eligible students will be authorized to apply parking pass charges against their financial aid balance. The Anna Whitten Hall (AWH) Student Service Center desk will be the exclusive site for processing financial aid parking pass authorizations. Students may purchase monthly or semester passes. Parking pass authorizations will be available during the same time period as book and supply authorizations. (See above).

**Credit Balance/Refunds:** Credit balance/refunds are run weekly and are available on Fridays beginning the fourth week of the semester. A credit balance/refund will be available if you have financial aid funds remaining after your tuition, fees, book and supply authorization and/or parking pass authorization has been deducted. You will receive your financial aid credit balance/refund electronically.

Kalamazoo Valley Community College has partnered with Higher One, a financial services company, to bring a new method for receiving your financial aid credit balance/refund - the VALLEY ONECARD. Your VALLEY ONECARD will be mailed to you at the address on file with the college. Be sure the college has your current address. **Do not throw away your VALLEY ONECARD! If the card must be replaced there will be a \$20 fee.** You will use this card to sign in to [www.valleyonecard.com](http://www.valleyonecard.com) to select how you will receive your financial aid credit balance/refund.

Your VALLEY ONECARD will provide choice in how you will receive your financial aid credit balance/refund. Initial refunding for the following semester begins:

**2010 fall semester:** October 1, 2010  
**2011 winter semester:** February 4, 2011  
**2011 summer semester:** June 10, 2011

**Please note: if you are a first-time student, first-time borrower, your loan proceeds will not disburse to your account until after 30 days have elapsed from the beginning of your loan period. This means your loan proceeds will not be available to you until two weeks after the initial refunding start date.**

Your options for delivery include:

- ▶ Direct deposit (ACH Transfer) to a bank of your choice (2-3 days)
- ▶ Deposit to an account with Higher One- Easy Refund to the OneAccount (same day)
- ▶ If you do not make a choice, funds electronically sent to Higher One for you will be refunded by paper check from Higher One and mailed directly to you (21 days)

Activate your VALLEY ONECARD as soon as you receive it. If you have questions regarding this card, please contact the Pay Station at 269.488.4203.



**Kalamazoo Valley Community College**  
 Financial Aid Office - Texas Township Campus - Room 4530  
 6767 West O Avenue - P.O. Box 4070 - Kalamazoo, MI 49003-4070  
 Phone: 269.488.4340 - Fax: 269.488.4120

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 finaid@kvcc.edu