UNDERGRADUATE – BOOK VOUCHER REQUEST FORM

(Please Print Clearly and e-mail to bursaroff@lincoln.edu or fax it to (484) 365-8130)

IMPORTANT: A book voucher expires at the end of the semester. Any money placed on a book voucher will be refunded after we receive a final report from the University Bookstore. The credit will remain on your bookstore account until the end of the semester to be utilized at the bookstore. Please make sure to price your books, supplies, and any other items that you are planning to purchase on your book voucher in order to avoid having an excess amount left on your voucher. Please visit the University Bookstore website for prices.

Student’s Name (Print) ____________________________ Student’s CID # __________

Term: Fall(Year) ______________ Spring(Year) ______________ Summer(Year) ______________

Amount of Request $ __________________________ Date of Request __________________________

Student’s Cellular Phone # __________________________________________________________________

Student’s Signature _______________________________________________________________________

***A BOOK VOUCHER REQUEST DOES NOT GUARANTEE A BOOK VOUCHER. A STUDENT’S ACCOUNT NEEDS TO HAVE A $0 PRIOR BALANCE AND TO REFLECT AN ESTIMATE CREDIT BALANCE FOR THE CURRENT TERM TO QUALIFY FOR A BOOK VOUCHER. AN ESTIMATE CREDIT BALANCE OCCURS WHEN YOU HAVE MONEY LEFT AFTER YOUR TUITION, FEES, INSURANCE, ROOM, BOARD, AND LAUNDRY CHARGES ARE PAID FOR BY FINANCIAL AID. PLEASE VISIT YOUR STUDENT ACCOUNT VIA WEB ADVISOR TO CHECK IF THE BOOK VOUCHER HAS BEEN APPROVED. THE DEADLINE TO REQUEST A BOOK VOUCHER IS THE LAST DAY TO ADD AND DROP COURSES. PLEASE REFER TO THE UNIVERSITY CALENDAR FOR AN EXACT DATE.***

For Office Use Only: Approved __________ Disapproved ________________

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