

Williamsburg Technical College
STATEMENT OF POLICY

SECTION B – ADMINISTRATION AND FINANCE

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| Title PELL CHECKS AND BOOK CHECKS | Number B-18 |
| Division of Responsibility Administration and Finance | Date 9/14/20 Page 1 of 1 |
| Approval President _____ Commission Chair _____ | Supersedes Policy No. B-18 Date 7/7/08 |

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It is the policy of Williamsburg Technical College to pay all credit balances to students within 14 days of the date that the balance occurs.

Students who have completed financial aid packages and who are receiving a Federal Pell Grant may charge books by selecting a charge authorization for the bookstore. This will allow payment for books and supplies up to the maximum balance remaining in their Pell accounts after tuition is paid. Any unused balance after tuition, books and supplies will be disbursed to the student in the form of a refund check.