Requesting Your Refund on GWeb

Log into GWEB

User Login

Your User ID for this system is your GWid. Your GWid is the uppercase letter 'G' followed by an 8-digit number. To retrieve your GWid, please visit http://gwid.gwu.edu.

Please note: Your account will be locked after five (5) consecutive failed login attempts. If this happens, click HELP for information about requesting a PIN reset.

If you have forgotten your PIN and know your User ID, please enter your User ID, leave the PIN field blank and then click the "Forgot PIN?" button to reset your PIN. Your PIN must be six characters long and should be a combination of letters and numbers. If you need further assistance, please contact The Division of Information Technology at (202) 994-DWIT.

User ID: 
PIN: 

Login  Forgot PIN?

RELEASE: 8.4
Requesting Your Refund on GWeb

Select Student Records and Registration
Requesting Your Refund on GWeb

Select Student Accounts Menu
Select Request for Refund

Student Accounts Menu

Welcome! You have selected the Student Accounts Menu. Choose from the list of options below for detailed information about your student account, including your current and previous charges, statements, payments, and tax information related to your 1098-T(s).

To view your class schedule, return to the Student Records and Registration menu and click the Registration Menu link. From the Registration menu, you may view your schedule for the current week by clicking the Student Schedule by Day and Time link, or click the Student Detail Schedule link to view your courses for a selected semester.

For other options, please click the Help link at the top of your screen.

- Student Account eBill
  - View statements, pay online, authorize additional users, setup electronic refund profiles
- Account Summary by Term
- Select Tax Year
- Tax Notification
- Account Detail for Term
- Request For Refund
- View Refund Status

RELEASE: 8.5.2
Read Request For Refund information, then click on "Request For Refund" link.

If you are a Medical, Law or Graduate student and the recipient of Title IV funds and currently have a credit balance on your account your funds will be automatically refunded to you. It is NOT necessary to complete this form.

I authorize George Washington University to apply all Title IV funds credited to my account to all charges including balances from prior semesters before a refund is issued.

I understand it may take up to 3 business days for a direct deposit or up to 14 days for a refund check to arrive.

If you choose to decline the Voluntary Library Gift click on this link Student Account eBill before requesting for a refund. Please also verify your bank routing number and account number in the Student Account eBill system.

To continue on with your request for a refund, click on this link Request for Refund.

RELEASE: 8.0.G
Complete the form

Request For Refund

* indicates required field

Account Balance: $-2,568.50

- Apply Refund $ to Future Term
- AND/OR -
- Request $ to be refunded

Enter your address
Address Line 1 (Street):*
Address Line 2 (Apartment, Suite):*
City:* State:* Zip/Postal Code:* Nation: United States of America

Issue the Request
Amount entered above as
- Direct Deposit
- OR -
- Paper check to me at the above address
- OR -
- Paper check to an alternate payee at the address below

Enter an alternate payee and alternate address

If you wish to move the entire credit that is on your account to a future semester, check the "Apply Refund $ to Future Term" box and type the "Account Balance" into the corresponding blank box.

If you wish to receive the entire credit on your account, check the "Request $ to be refunded" box and type the "Account Balance" into the corresponding blank box.

https://banweb.test.gwu.edu/TESTCartridge/zwtkrfnd.P_DispRefundReqForm 2/13/2013
Submit the Completed Form

| Request For Refund
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Payee Name:</td>
</tr>
<tr>
<td>Address Line 1 (Street):</td>
</tr>
<tr>
<td>Address Line 2 (Apartment, Suite):</td>
</tr>
<tr>
<td>City:</td>
</tr>
<tr>
<td>State:</td>
</tr>
<tr>
<td>Zip/Postal Code:</td>
</tr>
<tr>
<td>Nation:</td>
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</tbody>
</table>

Submit  Reset

RELEASE: 8.0.G

https://banweb.test.gwu.edu/TESTCartridge/zwtkrfrnd.P_DispRefundReqForm  2/13/2013
Your refund request was submitted successfully to Student Accounts for Approval.

After hitting submit, this message will appear, which is your confirmation that your refund request was received and will be reviewed for approval and processing by the Student Accounts Office.