



Print Account Refunds

Date: _____

Name: _____

UNG ID #: _____

UNG Card # (5300) : _____

Username: _____

Phone #: _____

Number of pages to refund: _____

Amount to be refunded: _____

Describe printing problem: _____

Date of Print Problem: _____

Location of Printer: _____

Verified by: _____

Lab Assistant or Instructor

This form should be submitted to the IIT Help Desk. The above pages will be added back into your UNG account within one week.

If you need this document in another format, please contact the UNG IT Service Desk at helpdesk@ung.edu or call 706-864-1922