



**NEVADA STATE**  
UNIVERSITY

**STUDENT FINANCIAL SERVICES**

Raker Student Success Center | 2<sup>nd</sup> Floor

1300 Nevada State Drive | Henderson, Nevada 89002

Billing/Student Accounts | sfs@nevadastate.edu | 702.992.2120 | FAX 702.992.2121

Financial Aid | finaid@nevadastate.edu | 702.992.2150 | FAX 702.992.2151

Veterans Benefits | va@nevadastate.edu | 702.992.2199 | FAX 702.992.2151

Type of Stop Payment:     Stop Payment Request                       Void Check (Physical Check required)

Name: \_\_\_\_\_ Student NSHE ID: \_\_\_\_\_

Check Number \_\_\_\_\_ Date of Check \_\_\_\_\_ Amount \$ \_\_\_\_\_ Term \_\_\_\_\_

**Reason for Stop Payment:**

**Updated address:**

Was the Check Received?     YES                       NO

Was the Check Returned with this request?     YES                       NO

**Action Requested:**

Replacement Check                       Post funds back to account

**Complete when requesting a replacement check:**

The undersigned authorizes Nevada State University to issue a **stop payment** on the above-mentioned check.

By signature below, I verify that I have not received the Refund listed above and agree to all the terms and conditions stated below in this request.

- Once the stop payment is placed the original refund becomes **VOID**.
- The Refund check **CAN NOT** be cashed, and **MUST** be returned to NSU Cashier's Office if received after the stop payment is requested
- A replacement check will be issued within 10 working days after the stop payment funds have been returned from BankMobile disbursements.
- **You have updated/verified mailing address on this in stud center or pre this form.**
- Failure to comply with the terms and conditions may result in penalties and fees being accessed to your account.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**Upon completion of this form, please mail, email or hand-carry to:**

Received by:	Date Received:
Processed by:	Date Processed:
For ACH only: ACH number:	Incorrect bank acct:                      routing #:
Sent to Controller's office:                      Yes / No	Date Sent:

NSC

Cashier's Office

1300 Nevada State Drive, Henderson, NV 89002

**For Cashier's Office use only:**