Michigan Department of Treasury
4687 (1-09)

Tuition Incentive Program (TIP) Refund Payment

Helping Students Pay for College

This form is to be completed by postsecondary intuitions returning previously paid TIP funds to the Office of Scholarships and Grants (OSG). Institutions must return funds if students do not meet the enrollment standards, withdraws or otherwise does not meet program requirements. Form and refund payment should be sent to: Department of Treasury, Office of Scholarships and Grants, P.O. Box 30782, Lansing, MI 48909.

College Name	Number of Students	Total Refund Due
Quarter and Year	Date Quarter Began	Date of Correction

Name	SSN	Reason	Original Amount Billed	Correct Tuition Amount	Correct Fees Amount	Original Credits Billed	Correct Credits	Total Refund Due

Authorized Signature	Date	Title
Telephone Number	Fax Number	E-Mail Address