

CITRUS COMMUNITY COLLEGE DISTRICT 1000 W. Foothill Blvd., Glendora, CA 91741-1899 www.citruscollege.edu

DATE: April 20, 2020

TO: Citrus College Students

FROM: Department of Campus Safety

RE: Spring Semester 2020 Parking Permit Refunds

During these challenging times, we wanted to provide some financial relief to students who purchased a spring 2020 parking permit. Please be advised that Citrus College will be issuing students a prorated refund of the spring 2020 parking permit fee. Students who paid full price for a parking permit will receive a prorated refund of **\$40** while California Promise Grant students who paid a reduced permit fee will receive a prorated refund of **\$26**.

Your refund check will be mailed to the address you have on file in Banner. If you need to change your address in Banner, you may submit a request at: <u>https://my.citruscollege.edu/task/all/student-update-form</u>. If you need to change your address, please do so right away to ensure your check will be mailed to the correct location.

Please allow a few weeks for processing. We anticipate the refund checks will be mailed by Friday, May 8, 2020.

Thank you for your patience and understanding during this difficult time.