Instructions for Wiring Funds for Payment to UNO

PROCEDURES:

All wire funds transferred to The University of New Orleans can be wired to JP Morgan Chase Bank, ABA Number 021000021. UNO's Account Number is 754592012 and Swift Code is CHASUS33 - Location: New York, NY. Please include your Student ID Number in the reference.

After the bank notifies UNO that the funds have been received and placed in the University's account, the Bursar's Office will apply the wired payment to the specified student's account.

Please complete the Instructions portion below to ensure the wired funds are applied to the correct student s account. Return the completed form to the University of New Orleans   Bursar's Office, 2000 Lakeshore Drive, Earl K. Long Library, Room 133, New Orleans, LA 70148, Attn: Mr. Brett Cassell. You can also fax the form to 504-280-5430 or email to bursar@uno.edu.   Please note that the wire may cause a transaction fee charged by the bank.

If you have any questions, please contact Mr. Brett Cassell at bursar@uno.edu.

STUDENT WIRE INSTRUCTIONS:

Name of Student: _____   Student Number: _____

Date of Transaction: _____   Transaction Amount: _____

Name of Individual Providing the Student's Financial Support:

Name: _____   Phone # (_____)_____

Mailing Address: _____   Fax #   (_____)_____

_____

The funds wired are intended to cover the student named above for an outstanding obligation for tuition and fees.

The University of New Orleans is hereby instructed to apply all funds submitted on this wire to the student's account named above. Please check all items that apply:

☐   Pay all university charges and hold any excess funds on account for future university charges.

☐   Pay all university charges and release any excess funds to student.

☐   Please furnish a receipt.

Note: If you wish to modify the three instructions above or make any other request, please provide a signed letter from the student or individual providing the student's financial support stating the modification or new request.

Signature of Person Completing Form:_____

Name: (Please print or type) _____   Date: _____