

Student Replacement Check Affidavit

Check Payee Name: Panther ID:	Date:					
Address:	Check Payee Name: _		Panther ID:			
New Address?	Address:			Apt	:/Unit/Suite #:	_
If this is a change of address, you must also submit your change to the OneStop office: Reason for requesting replacement check: □LOST □STOLEN □NEVER RECEIVED *Check Date: *Check Amount: *This information can be confirmed by reviewing your student account. Please initial the following lines confirming acknowledgement of the statements below: By submitting this replacement check affidavit, I have confirmed that I am the check payee and that I am authorizing FIU to cancel any outstanding paper checks and have them reissued. I confirm that I have either signed up for direct deposit on myFIU portal or have changed my home address to a different US address. I understand that any replacement funds will be held until such actions have been completed. I understand that if the original check is received, I must return it to the University's Controller's Office marked "VOID" immediately. Any attempt to cash this check will result in bank and University's fines to me. I understand that FIU is not held liable for any fines that may occur if I attempt to eash the original check. By signing this line, I confirm that I have read and understood all prior statements and would like to continue to with the replacement check process. Claimant Signature: Please return this form with all sections and signature line completed For Office Use Only Check #: Date: Amount:	City:	State:	Zip: _		Phone:	_
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To Submit: Scan the completed Replacement Check Affidavit form and login to my.FIU.edu. Click on "Student Tools" tile then "Document Upload". Select "Student Financials" Department, then "Replacement Check Affidavit".