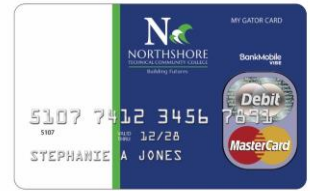




Replacement Card Request Form



Student Name: _____

Banner ID #: _____

NTCC Campus: _____

FAO Office:

Is the student's card damaged?

a. Yes, collect the card from the student and request a free replacement card at www.BankMobileAdminSupport.com.

b. No

i. If the student activated their card, verify that the student has paid the Cashier \$20.00 and then request a replacement card at www.BankMobileAdminSupport.com.

ii. If the student has not activated their card, verify that the student has paid the Cashier \$10.00 and then request a replacement card at www.BankMobileAdminSupport.com.

By signing this form, I understand the following:

- 1) My campus will be charged a \$10.00 fee for all inactive replacement cards and \$20.00 for all active replacement cards AND;
- 2) It is my responsibility to ensure that the fee is paid or added to the student's fee bill prior to ordering a replacement card

Date replacement card requested by FAO _____

X _____
FAO Signature

Cashier's Office:

Payment Method:

FEE BILL _____

CASH _____

CHECK # _____

MONEY ORDER # _____

TOTAL _____

X _____
Cashier's Signature

*Attach a copy of the Banner receipt to this form.