

STUDENT ADMINISTRATIVE SERVICES

ITEMIZED INVOICE REQUEST FORM

STUDENT SERVICES BUILDING, BOX 9 • NORTH PARK UNIVERSITY • 3225 FOSTER AVE • CHICAGO • ILLINOIS • 60625
CONTACT INFORMATION: FAX: 773-634-4051; PHONE: 773-244-5560; EMAIL: records@northpark.edu

Itemized invoices are processed within 2 business days and sent via email as a PDF document.

Student Name: _____ Student ID#: _____

North Park Email: _____ Telephone Number: _____

Term: Fall Year _____

Spring Year _____

Summer Year _____

**Please note:*

- *North Park University bills tuition (and posts financial aid) on a semester basis - not per Quad or individual course. For this reason, charges for the entire semester will be reflected.*
- *All payment methods and financial aid (including loans, scholarships, discounts, etc.) will be included.*
- *Please make sure your grades are posted in WebAdvisor prior to requesting an itemized invoice.*

Signature _____ Date _____