



**2021 Admission Cycle Pre-Health Advisory Committee
Credentialing Fee Payment Form
Office of Pre-Professional Health Advising**

Date: _____ VCU Email: _____

Name: _____ Phone Number: _____

V#: _____

Please check payment type: Cash Check Money order

(check or money order must be made out to Virginia Commonwealth University. Please include your full name and V# on check)

Office of Pre-Professional Health Advising Credential Fee (\$20.00)

DEPOSIT INFORMATION (office use only):

Total Amount: \$ _____

Banner Index

Banner Account

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Detail Code

NOZT

PROCESSING AND PAYMENT DETAILS FOR STUDENTS:

- All payments must be submitted in-person or by mail to the VCU Cashier's Office (1015 Floyd Avenue, 1st floor. PO Box 842506, Richmond, VA, 23284-3031) with this form attached.
- Submitted payments will activate your VECollect account. Your VECollect account must be activated before you can request letters of evaluations to be submitted by your letter writers.
- Payments will be processed within 5 business days from receipt by the Cashier's Office. Incorrect information and/or incomplete information will delay the processing.
- Payments will begin to be accepted on Monday, Jan. 27, 2020. For Pre-Health Advisory Committee participation, the payment is due by April 6, 2020 at 4:00pm EST. Letter of Evaluation File Service payments are due by Aug. 31, 2020 at 4:00pm EST.
- A \$50.00 returned check fee will be imposed by the VCU Treasury Department.

For Cashier's Office Staff ONLY:	Office of Pre-Professional Health Advising Contact Info:
<p>Please address receipts the Coordinator of Fiscal Operations: Rachel Worthington, Senior Coordinator of Fiscal Operations Ginter House 901 W. Franklin Street, #310 Campus Box 842532</p>	<p>For questions about the Pre-Health Advisory Committee, please contact the Office of Pre-Professional Health Advising: 900 Park Avenue, Hibbs Hall, 1st Floor, room #119 Email: preprofadv@vcu.edu Phone: (804) 827-8648</p>