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Papercut Refund

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To refund a student who puts money on their paper cut account the following information is needed:

- 1. Name:
- 2. Amount
- 3. Transaction ID
- 4. orderType: **SPASPrinting**

All of this information can be found under "Reports" -> run the report "PaperCut Order"

Once you have this information you will need to call up Student Financial Services and let them know that you are looking to refund a Credit Card transaction that occurred through **Nelnet**