Allen ISD Student Nutrition Department 2026-2027
Student Refund/Transfer/Donate Form

1451 N Watters Rd, Allen, TX 75013
(972) 727-0545
studentnutrition.services@allenisd.org

This form is used to communicate with the Allen ISD Student Nutrition Department your request to receive a refund, transfer or donate funds that are currently in your student's cafeteria account. Completed forms should be emailed to studentnutrition.services@allenisd.org.
Refunds will be processed within 10-12 business days and mailed to the address provided below.
Any refunds under $10.00 must be made in person to the Cafeteria Manager.

Required Field

Please complete the following information:

Parent/Guardian: _____

***Mailing Address:** _____

Daytime Phone:_____ Email Address: _____

***1st Student Name:** _____ Student ID (if known): _____

***School:** _____ Amount in Account: _____

***2nd Student Name:** _____ Student ID (if known): _____

***School:** _____ Amount in Account: _____

My student's cafeteria account has a balance. Please process these funds accordingly:

☐ **REFUND*** ☐ **TRANSFER**** ☐ **DONATE**

***Reminder: Turn off automatic payments on your MySchoolBucks Account.**

****If "Transfer" is selected, please complete the information below.**

Transfer to:

***Student Name:** _____ Student ID (if known): _____

***Amount:** _____ School: _____

Parent/Guardian Signature: _____ **Date:** _____