

# Flex Transfer Request Form

Please complete and return to the YCP Business Office

Email: [businessoffice@ycp.edu](mailto:businessoffice@ycp.edu)

Fax: 717.849.1620

Mail: 441 Country Club Rd, York, PA 17403-3651

Student Information

Name: \_\_\_\_\_

ID: 90 \_\_\_\_\_

Please transfer \$\_\_\_\_\_ to my Flex account.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

Please check your account to verify the transfer has been completed. Due to the large volume of Flex transfer requests, the Business Office cannot confirm receipt of each request.

Requests submitted prior to the start of a semester must be submitted and will be completed according to the schedule listed in the [Business Office Calendar](#). During the semester, requests will be completed as received.