



### TITLE IV AUTHORIZATION FORM

If you have received or will receive Federal Title IV financial aid, i.e. Stafford Subsidized and Unsubsidized Loans, Parent PLUS Loans, to name a few, you are required to complete a Title IV Authorization Form. If you have not already submitted the form or you have previously submitted one but are now changing your selections, please print this form and make your selections.

**1) PRIOR TERM CHARGES AUTHORIZATION:**

Federal Title IV financial aid funds are restricted to payment of current term tuition, fees, books, room and board. Students must authorize use of these funds for minor prior term expenses. Please indicate your choice below.

\_\_\_\_\_ I **do** authorize St. Mary's University to use Federal funds/aid for minor prior year charges.

\_\_\_\_\_ I **do not** authorize St. Mary's University to use Federal funds/aid for minor prior year charges.

**2) CURRENT TERM CHARGES AUTHORIZATION:**

Federal regulations permit student to authorize use of Title IV financial aid funds to pay for current term non-institutional charges such as health services, parking and library fines, parking permits, and other miscellaneous fees and fines that the student incurred. If you are eligible for Federal financial aid in excess of tuition and fees, and you wish to use this excess to cover current term non-institutional charges, you must authorize St. Mary's University to pay these charges. Please indicate your choice below.

\_\_\_\_\_ I **do** authorize St. Mary's University to apply the credit balance derived from Federal funds/aid to other non-institutional charges on my student account.

\_\_\_\_\_ I **do not** authorize St. Mary's University to apply the credit balance derived from Federal funds/aid to other non-institutional charges on my student account.

**3) CREDIT BALANCE AUTHORIZATION:**

Once Federal Title IV financial aid funds are disbursed to your student account to be applies to tuition, fees, room and board, those funds may exceed those charges. Students may choose to receive a refund or leave those funds on their student account for future charges. Please indicate your choice below.

\_\_\_\_\_ I **do** authorize St. Mary's University to refund to me any credit balance remaining on my account after current semester charges have been applied against available funds. (Federal Parent PLUS loan refunds will be issued to the parent borrower.)

\_\_\_\_\_ I **do not** authorize St. Mary's University to refund any credit balance to me that may result on my student account from the application of Federal aid. I understand that I will not be given a refund for this amount and that the credit will be applied toward future charges including those which may arise from next semester's tuition and fees. I also understand that I may revoke/change my authorization at any time by completing a new Title IV Authorization Form and submitting it to the Business Office. (Federal Parent PLUS loan refunds will be issued to the parent borrower.)

I understand these are voluntary authorizations and are valid for the entire period of my enrollment. I also understand that I may revoke my authorizations at any time by completing a new Title IV Authorization Form and submitting it to the Business Office (STLH A24). I further understand that I will be responsible for paying St. Mary's University any outstanding debts owed to the University.

Student Name (print): \_\_\_\_\_

Student ID #: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_