



Student Title IV Authorization Form

Southeast Community College, in compliance with federal regulations, must obtain written authorization from parents of undergraduate students to apply Title IV funds for payment of charges other than institutional charges (tuition, fees, room and board) on a student's account and to use these funds in payment of prior aid year non-institutional charges.* Permission is also required to allow excess of federal funds to transfer to a future term to pay for future charges within the same financial aid award year (Fall, Spring and Summer terms). You must indicate your choice to each item below.

CREDIT BALANCE (REFUND) AUTHORIZATION: (choose one)

I authorize Southeast Community College to apply any credit balance from disbursement of Title IV funds from _____ term to _____ term charges that are within the same financial aid award year.

I do not authorize Southeast Community College to apply any credit balance from disbursement of Title IV funds from charges that are within the same financial aid award year. Please refund any credit balance remaining on the account to me after the current semester charges are paid.

PRIOR (PREVIOUS) TERM CHARGES AUTHORIZATION: (choose one)

I authorize Southeast Community College to transfer a balance due of \$ _____ from _____ term to _____ term.

I authorize Southeast Community College to apply my Title IV funds to pay up to \$200 of prior aid year non-institutional charges. *You must pay any amount owed in excess of \$200 for continued enrollment.*

I do not authorize Southeast Community College to apply my Title IV funds to pay prior aid year non-institutional charges. *If you choose this option you are responsible for all previous account balances, which may prevent future registration.*

CURRENT TERM CHARGES AUTHORIZATION: (choose one)

I authorize Southeast Community College to apply my Title IV funds to pay previous non-institutional charges.

I do not authorize Southeast Community College to apply my Title IV funds to pay non-institutional charges. *If you choose this option you may receive a refund check but still owe money too. Outstanding balances are subject to late fees and will prevent you from registering, receiving grades, certifications, diplomas, degrees, or transcripts.*

I understand that this authorization is valid for as long I am enrolled at Southeast Community College. I may rescind or modify this authorization by completing a new Title IV authorization form at any time and submitting it to the Southeast Community College Office of Financial Aid. Any cancellation or modification request submitted takes effect the date the form is received.

Student Name: _____ Student ID#: _____

Student Signature: _____ Date: _____

Financial Aid Signature: _____ Date: _____

Cashier Signature: _____ Date: _____

*Non-institutional charges include parking fines, room fines, library fines, late fees, fee to replace ID card, or any expenses not deemed educational expenses by the institution.