Student Title IV Credit Authorization Form

Student’s Name:________________________________________ Student ID: ___________________

Under federal law, Title IV student financial aid (Direct Stafford, Direct Unsubsidized Stafford, and PLUS Loans, Perkins Loans, Pell Grants, and SEOG Grants) can only cover “institutional charges” as defined by the U.S. Department of Education. This definition includes current year charges for tuition, mandatory fees, and room and board. If you wish for your federal financial aid to be used to cover non-institutional charges on your student account you must complete this written authorization form and submit it to our office. Non-institutional charges include, but are not limited to, health insurance, parking fees, late fees, dorm deposit fees, and computer upgrade fees.

This authorization is voluntary and you may rescind it at any time by submitting a written request to our office.

If you do not authorize us to use your federal financial aid for non-institutional charges (listed above), you will assume the responsibility of paying any account balance by the due date. Charges not paid by the due date are subject to late payment fees. Please notify us if you do not plan to sign this authorization or if you wish to cancel an existing authorization.

☐ By checking this box, I authorize Bentley University to use any Title IV credit balance to pay any current non-institutional charges on my account. I understand that this authorization will remain in effect until I submit a written request to cancel/rescind it. I understand that I may rescind this request at any time.

☐ By checking this box, I authorize Bentley University to use any Title IV credit balance to pay prior year charges up to $200, including, but not limited to non-institutional charges.

If your parent borrowed a Federal Direct PLUS loan, he or she will also need to sign an authorization form so that we can use proceeds of that loan to cover non-institutional charges.

________________________________________  ________________________________
Student Signature Date