



**OFFICE OF STUDENT FINANCIAL ASSISTANCE
TITLE IV AUTHORIZATION FORM**

Name _____ College LoLA# _____
(Please Print) Last Name First Name

Primary Phone Number _____ Primary Email Address _____

(1) PRIOR TERM CHARGES AUTHORIZATION: Please choose one of the following by initialing

Federal Title IV financial aid funds are restricted to pay current period tuition and fees. Students may authorize use of these funds, *i.e., Pell Grant, SEOG, Direct Subsidized or Unsubsidized loans*, for prior period expenses, not exceeding \$200.00 To enable Delgado Community College to use your Title IV financial aids funds in this manner, please indicate your choice below. Delgado Community College will disburse any remaining credit balance on Title IV loan by the end of the loan period and any other remaining federal student aid program funds by the end of the last payment period in the award year for which they were awarded.

_____ I **(accept) authorize** Delgado Community College to use Federal Funds/aid for prior year charges.

_____ I **(decline) do not authorize** Delgado Community College to use Federal Funds/aid for prior year charges.

(2) NON- INSTITUTIONAL CHARGES AUTHORIZATION: Please choose one of the following by initialing

Delgado uses a system of applying awards to the charges of eligible students. Delgado automatically applies Title IV awards to tuition and fees. The student may authorize Delgado to apply Title IV awards, *i.e. Pell Grant, SEOG, Direct Subsidized or Unsubsidized loans* for non- institutional charges incurred, such as books, and miscellaneous fines (e.g. parking tickets, library fines, prior-year balances, etc.). If you are eligible for Federal financial aid in excess of tuition and fees and you wish to use this excess to cover other charges, you must authorize Delgado Community College to pay these charges. Delgado Community College will disburse any remaining credit balance on Title IV loan by the end of the loan period and any other remaining federal student aid program funds by the end of the last payment period in the award year for which they were awarded.

_____ I **(accept) authorize** Delgado Community College to apply the credit balance derived from Federal funds, *i.e. Pell Grant, SEOG, Direct (Initials) Subsidized or Unsubsidized loans* to charges to my student account for other non-institutional charges such as: books/supplies, library fines, parking permit, etc.

_____ I **(decline) do not authorize** Delgado Community College to apply the credit balance derived from Federal funds, *i.e. Pell Grant, SEOG, (Initials) Direct Subsidized or Unsubsidized loans* to charges to my student account for other non-institutional charges.

Delgado Community College will refund any credit balance remaining on a student's account after current semester charges have been applied against available funds. Students may (accept) authorize the Business & Finance Office to apply any credit balance that may result on a student's account, from application of federal aid, to be applied to future charges. Students will be required to submit a credit balance authorization form. Students will not be given a refund for this amount, and the credit will be applied toward future charges including those, which may arise from next semester's tuition and fees.

I understand that I may revoke any individual item or all of these authorizations at any time by submitting my request in writing to the Office of Student Financial Assistance.

_____ I understand that The Office of Student Financial Assistance communicates with me via email and I understand it is my responsibility to (Initials) read my Delgado email regularly as well as the email address that I provided on my FAFSA. I also understand that if I **DO NOT** wish to receive Financial Aid communications and award notifications via email, I **MUST** submit a request in writing to The Office of Student Financial Assistance.

Signature: _____ Date: _____