

Bursar's Office
160 Herrick Road, Room 303, Newton Centre MA 02459
Phone: 617-559-8782 Fax: 617-559-8801
www.hebrewcollege.edu

Title IV Authorization

Student ID _____ Name (last, first, middle) _____

Address _____

City _____ State _____ ZIP _____ Country _____

Phone: _____ Email: _____

1. Authorization to Apply Federal Financial Aid to Non-Institutional Charges

Federal student financial aid can only cover "institutional charges" as defined by the U.S. Department of Education. This definition includes current year charges for tuition and fees. It also includes other fees such as: lab fees, workshops, university registration fees, facilities usage fees, and other specialized departmental or college fees associated directly with taking a class. Unless authorization is received, federal financial aid cannot be used to cover non-institutional charges such as: health insurance, library fines, and returned check fees.

The only way federal student aid funds can be used to pay for "non-institutional charges" is to obtain your written authorization to pay those charges. This form will allow Student Accounts to apply your federal financial aid to your non-institutional charges.

I authorize Hebrew College to apply my federal student financial aid to any non-institutional charges on my student account. I understand that this authorization will remain in effect until I submit a written request to cancel this authorization (see address below). I understand that I will be responsible for paying any outstanding debts to Hebrew College if I cancel this authorization.

Student Signature _____

Date _____

2. Authorization to Apply Federal Financial Aid to Prior- Year Charges

Federal student financial aid can only cover the "current" academic year institutional charges as defined by the U.S. Department of Education. Therefore, in order to pay "prior year" charges with your current academic year's financial aid up to a maximum of \$200.00, you must provide written authorization for the Hebrew College to do so. If you have enough financial aid to cover your current year charges and have excess financial aid that you would like to apply to pay off a prior year balance due on your student account, you may do so by completing this authorization form and returning it to Bursar's Office.

I authorize Hebrew College to apply my federal student financial aid to pay off my prior year charges within the limits as defined by federal regulations. I understand that this authorization will remain in effect this academic year until such time as I submit a written request to cancel this authorization (See address below).

Student Signature _____

Date _____

3. Authorization to Retain Federal Financial Aid Credit Balance on Student Accounts

Federal student financial aid credit balances can be retained on a student account voluntarily. Students must inform Hebrew College in written by completing this authorization form and returning it to the Bursar's Office. Students have the option to cancel the authorization at any time. If Hebrew College obtains authorization, the Title IV credit balance must be paid within 14 days of the end of the loan period or the date the student ends attendance at the college, whichever is earlier.

I authorize Hebrew College to retain my federal student financial aid credit balance to my student account. I understand that this authorization will remain in effect until 14 days of the end of the loan period or when I leave Hebrew College, whichever is earlier. I understand that this authorization will remain in effect. I understand that this authorization will remain in effect this academic year until such time as I submit a written request to cancel this authorization (See address below).

Student Signature _____

Date _____