

Credit Balance Authorization Form

Title IV funds are federal funds used to pay tuition, fees, room and board. Federal law states that any federal funds in excess of these charges must be refunded to the student, unless Dunwoody is authorized by the student to hold those funds on account. Federal funds consist of the Federal Pell Grant, Federal SEOG Grant, Academic Competitiveness Grant, Federal SMART Grant, Federal TEACH Grant, and Federal Stafford, Perkins, and Plus loans.

This form is used to authorize Dunwoody to hold credits from all sources, including Title IV funds, on the student account to pay for any future or miscellaneous charges unless a refund is requested.

Name: _____

ID#: _____

E-Mail: _____

The disbursement of Federal Title IV funds will be used to pay in full all Federal allowable charges for the current quarter. However, if there are excess federal funds after all allowable charges have been met, students may authorize the use of these excess funds for other charges that are not considered mandatory fees, such as health insurance, library fees, transportation, etc. Federal allowable charges are first met by federal Title IV funds, then institutional funds, then by outside/personal funds.

In addition, if a credit balance on a student account is the result of a personal payment or payment from any other source, a student may leave this credit on account to pay for future fees.

I understand that this authorization is voluntary and will remain valid until the completion of the current quarter. I further acknowledge that I may cancel this agreement at any time by submitting a written request.

- YES.** I authorize Dunwoody to hold and/or apply excess Federal Title IV financial aid funds as well as funds from other payment sources to all charges on my student account. I agree that in order to receive any credit balance created by federal aid funds or other payments, I must make a written request to the Accounting department.
- NO.** I do not authorize Dunwoody to hold my credit balance and understand that any credit balance will be refunded to me within 14 days.

Signature

Date