FEDERAL (TITLE IV) AUTHORIZATION FORM

Federal regulations regarding the use of Title IV funds (Pell, SEOG, PLUS, Direct Loans) credited to a student's account require Roosevelt University to apply the Title IV funds only to institutional charges (tuition, fees, room & board). Students who receive Title IV funds as part of their financial aid package must complete a Title IV Authorization Form. This authorization form will instruct Roosevelt University on how to apply excess Title IV funds to your student account. Excess Title IV funds are created when the total amount of Title IV funds applied to your student account exceeds charges for tuition, fees, and room & board. Your authorization will not prevent you from requesting a refund of either your excess Title IV funds or any other credit balance on your student account during your enrollment at Roosevelt University.

Authorization to Apply Federal Financial Aid Funds to Future Charges

I authorize Roosevelt University to apply excess Title IV funds to future charges.

☐ Yes ☐ No

Authorization to Apply Federal Financial Aid Funds to Prior Year Charges

I authorize Roosevelt University to apply excess Title IV funds to prior year charges (limited to $200).

☐ Yes ☐ No

Authorization to Apply Federal Financial Aid Funds to Non-Institutional Charges

I authorize Roosevelt University to apply excess Title IV funds to all outstanding non-institutional charges such as UPASS fee, health insurance fee, etc.

☐ Yes ☐ No

I understand that this authorization will remain in effect throughout my entire academic career at Roosevelt University. I also understand that this authorization can be rescinded at any time by submitting a written request to the Office of Student Accounts. I further understand that I will be responsible for paying any outstanding Roosevelt University debts if I cancel this authorization.

Student Name (print): _____

Student ID Number: _____

Student Signature: _____

Date: _____

Submit this worksheet to the Roosevelt University Financial Aid Office.

1400 N. Roosevelt Blvd. Suite 125, Schaumburg, IL 60173, Phone: (866) 421-0935, Fax (312) 341-3545