Excess Title IV Funds Usage Authorization Form

Student Name: ___________________________ Student ID: ___________________________

**Purpose of this Form**
Federal regulations require the university to only apply credits from Title IV funds to certain qualifying charges.

Title IV funds include:
- *Pell Grants*
- *PLUS Loan*
- *Direct Subsidized Loans*
- *TRIO Grants*
- *Direct Unsubsidized Loans*
- *SEOG*

Qualifying charges include only the following:
- *Tuition*
- *Mandatory Student fees*
- *Room and board costs billed by the university.

If your total of Title IV funds exceeds the total of these qualifying charges, **the university must refund that excess to you unless you give permission to do otherwise.**

This means that even if you have other non-qualifying charges (i.e., library fees, parking fees, short term loan repayment, Bear Bucks, late fees, health insurance, Habif Health Center charges, previous semester balances, etc.), the university will issue you a refund check and you will also still owe on your university student account for the non-qualifying charges.

To prevent this, you may give the university authorization to use the amount of Title IV funds that exceeds qualifying charges to cover the non-qualifying charges. You can use the form below to provide the university with this authorization.

**Title IV Funds Usage Authorization**
Please indicate your authorization preference below, sign and date this form, and return within the next 5 business days for timely processing to:

Student Accounting  
Washington University in St. Louis  
MSC: 1147-414-355  
7425 Forsyth Blvd  
St. Louis, Missouri 63105-2161

Your authorization will remain in effect for the entire time you are enrolled at Washington University. You may change your authorization anytime you wish by resubmitting this form.

☐ I **do** authorize Washington University to use the excess of my Title IV funds over my qualifying charges to cover non-qualifying charges that have been billed to my student account.

☐ I **do not** authorize Washington University to use the excess of my Title IV funds over my qualifying charges to cover non-qualifying charges that have been billed to my student account. I understand that if I choose this option, I will be responsible for paying any remaining balance on my student account resulting from non-qualifying charges.

Student Printed Name: ___________________________

Student Signature: ___________________________

Date: ______________________________________