



### Title IV Authorization Release Non-Institutional Charges

Name: \_\_\_\_\_, \_\_\_\_\_ UDC ID # \_\_\_\_\_ (Please print)  
Last First MI

**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, and on-campus room and board. 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 (if you did not go online to waive)
- Book and Supply purchases (from the University bookstore)
- Parking pass,
- Parking fines,
- Library fines,
- Breakage fees,
- Any charges not directly tied to taking a class.

YOU MUST CHECK THE BELOW BOX TO AUTHORIZE YOUR FINANCIAL AID FUNDS TO BE USED TO PAY OR ANY OR ALL OF THE ABOVE CHARGES. **This form will allow Student Accounts to apply you federal financial aid to your non-institutional charges.**

I DO authorize UDC to apply my federal student financial aid to any non-institutional charges on my student account.

I DO **NOT** authorize UDC to apply my federal student financial aid to any non-institutional charges, as defined above, on my student account. **Note: You will NOT be allowed to purchase books from the University Bookstore, health insurance or any other non-institutional charge using your financial aid. You WILL be BILLED and require to immediately pay for any of non-institutional charge on your student account.**

By signing this form, I understand that this authorization will remain in effect until I submit a new Title IV Authorization form to cancel this authorization.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_