



# Bradford-Union Technical Center

## STUDENT AUTHORIZATION

### For students receiving TITLE IV Student Aid Funds

Student Name \_\_\_\_\_ Last 4 of SSN \_\_\_\_\_

#### AUTHORIZATION TO HOLD A FEDERAL STUDENT AID CREDIT BALANCE

Through this document, you will advise Bradford - Union Technical Center in how you would like the school to manage the Title IV Federal Student Aid credit balance on your account.

A Title IV credit balance occurs when the combined sum of credited Title IV funds exceeds the student's allowable institutional cost such as, (tuition, lab fees, books, kit, and other costs toward which the student has authorized the institution to apply Title IV funds, Pell Grant).

Unless a student authorizes a school to hold credit balances, the credit balance must be paid to the student as soon as possible but no later than 14 calendar days after the balance is created.

This form, if signed by you, authorizes the school to retain an FSA credit balance and pay it to you (the student) in accordance with the school's procedure for paying credit balances.

A student has the right to withhold agreement from all or part of this authorization. If you elect not to authorize the school to hold your FSA balance, the funds will be paid to you (the student) within the 14 day period noted above. Please note that if you elect not to sign this form or if you later cancel your authorization, you will be required to pay any outstanding charges to the school per school policies and any other authorizations you have made.

This authorization will remain in effect for each subsequent payment period unless you withdraw it. However, in no case will the school hold a FSA balance of Title IV funds (Pell Grant) beyond the end of the last payment period in the award year for which the funds were awarded.

This authorization may be withdrawn at any time by providing a written request to the following address:

Bradford – Union Technical Center  
Lorrie Allen, Financial Aid Coordinator  
Financial Aid Office Building 9  
609 North Orange Street  
Starke, Florida 32091

If you withdraw your authorization, the school will deliver any remaining credit balance to you within 14 days. (Note that your cancellation is not retroactive). If you withdraw from enrollment at the school, any credit balance will be issued within 14 days of when the required "Return to Title IV" calculation is performed.

I voluntarily authorize the above referenced school to hold and manage my FSA credit balance as described above, and I acknowledge that interest will not be earned on these balances.

Student Signature: \_\_\_\_\_ Date signed: \_\_\_\_\_