

## Federal Student Financial Aid Cash Management Authorization

Federal Title IV student assistance funds (Stafford Loans, Perkins Loans, PLUS (Parent) Loans, Pell Grants, and Supplemental Grants) may automatically be credited ONLY toward tuition and fees plus on-campus room and board charges. Students may authorize Queens University of Charlotte to credit Federal Title IV funds toward other student account charges, including discretionary charges such as health insurance, bookstore charges, parking permits, fines, etc.

Please review the authorization which follows and indicate your choice/response, complete/sign the form where indicated and return it to Student Financial Services at the address shown below. (Once an authorization is given, it will remain in effect for all periods of enrollment at Queens University of Charlotte. It can be revised/rescinded at any time by giving written notice to SFS.)

### Authorization: Application of Title IV Funds to Discretionary Charges

*PLEASE NOTE: students who DO NOT authorize Federal Title IV funds to be applied toward their discretionary expenses **must pay** for ALL discretionary expenses as they are incurred. Additionally, those students will not be financially cleared to attend classes until all expenses are actually paid in full or until acceptable payment arrangements have been made with SFS.*

YES  I authorize the crediting of all Federal Title IV funds to be credited to my student account for both direct and discretionary charges. These charges include, but are not limited to direct costs (tuition, fees, on-campus room and board charges) and discretionary charges (health insurance, bookstore charges, parking permits, fines, etc.) Title IV funds received for one academic year cannot be used for a prior academic year's charges.

NO  I do not authorize the crediting of Federal Title IV funds to my student account for discretionary charges.

\_\_\_\_\_  
Student's Name – First, Middle and Last (Printed)

\_\_\_\_\_  
ID Number

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Send Completed From to:**  
Office of Student Accounts  
Queens University of Charlotte  
1900 Selwyn Avenue, Charlotte, NC 28274

-or-

**E-Sign and Email to:**  
[studentaccounts@queens.edu](mailto:studentaccounts@queens.edu)