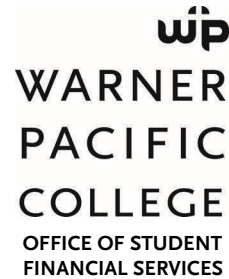


**STUDENT INFORMATION**

**Student Cash Management Authorization**



LAST Name: \_\_\_\_\_  
FIRST Name: \_\_\_\_\_ M.I.: \_\_\_\_\_  
WPC ID #: \_\_\_\_\_

**What is the purpose of this form?**

Title 34 part 5 of the code of Federal Regulations was established to ensure that federal financial aid is used for its intended purpose and delivered to students in an efficient manner. Signing the following statement and authorization(s) gives the Office of Student Financial Services of Warner Pacific College the written authorization that is needed in handling the student's account with Title IV funds that are related to account charges and credits.

The following authorization(s) signed by the student is (are) valid for the award year in which it was obtained and for as long as the student is enrolled at the school. The student has the right to rescind any previously granted authorization(s) by written request, with the rescindment being applicable toward funds not yet credited toward account charges. Students should complete a new authorization form and return it to the Office of Student Financial Services to rescind previous authorization(s).

**STEP ONE** Instructions: ALL STUDENTS must complete and sign the following statement. PLEASE PRINT LEGIBLY

I \_\_\_\_\_, WPC ID # \_\_\_\_\_ have read, understand, and have received a copy of the following explanations concerning the crediting of Title IV financial aid funds to my student account. I understand that my written authorization is needed to credit my account with Title IV funds for any charges other than those allowable by law which include tuition, fees, room and board. I understand that any authorization given is valid for the current 2014-2015 award year and thereafter until I rescind that authorization in writing using a form available in the Office of Student Financial Services.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STEP TWO** Instructions: Please read the description of each authorization carefully and provide your signature below each authorization as appropriate.

**AUTHORIZATION TO PAY OTHER CHARGES**  
*Definition: 34 CFR specifically states that Title IV program funds (the majority of federal aid sources) may only be credited to a student's account for allowable charges, which include current tuition, fees, room and board. Before crediting Title IV funds to pay for other charges, including books, parking pass charges, parking tickets, and other institutional charges, the College must have written authorization from the student.*

I (student) hereby authorize Warner Pacific College to use my Title IV financial aid funds to pay for other educational related expenses that may be charged to my student account, including books, parking pass charges, parking tickets and other incidental expenses.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**STEP THREE** CHOOSE ONE OF THE FOLLOWING AUTHORIZATIONS:

**AUTHORIZATION TO RETAIN CREDIT ON ACCOUNT**  
*Definition: 34 CFR specifically states that if the student has a credit balance resulting from Title IV funds, the College must disburse the credit to the student, unless the student specifically requests that the funds remain on the student account.*

I (student) hereby authorize Warner Pacific College to retain on my student account any credit resulting from Title IV funds disbursed to me. I realize that I may request a portion or all of the credit at any time through the normal College process established for releasing credit balance funds to students. My intent in leaving the credit on account is to apply it toward future charges, or for the convenience of managing my personal funds. I understand that the College is required to issue a check to me at the end of each academic year and that I may sign end of year refund checks over to the College to be held on account for the next academic year.

**OR**

**AUTHORIZATION TO REFUND CREDIT ON ACCOUNT**  
I (student) hereby authorize Warner Pacific College to issue a check for any refund shown on my student account resulting from Title IV funds disbursed to me. I realize that the College is offering two methods for check retrieval and I must choose one of these options.

- HOLD:** Hold the credit balance on my account in advance payment of future charges.
- PICK UP:** Issue a check to me for any remaining semester overpayment and I will pick it up in the Office of Student Financial Services.
- MAIL:** Issue a check to me for any remaining semester overpayment and mail the check to my preferred mailing address filed with the Office of the Registrar.

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