



LARAMIE COUNTY COMMUNITY COLLEGE

Student Title IV Authorizations 2013-2014

As a recipient of Title IV funds, you have options regarding how the funds are applied to your student account. Title IV funds include Pell Grants, SEOG, Direct Loans, PLUS, and other funds. LCCC needs to know your responses to the following statements in order to handle your Title IV funds in the manner you prefer. Please note that you may request to rescind or grant these authorizations at any time, however these authorizations will remain in effect until you change them. Changes must be submitted in writing. You may submit an updated version of this form (or other written authorization) in order to make these changes. This form and any subsequent changes must be submitted to the business office. Authorizations or changes become effective on the date the written notification is received by the business office and cannot be applied retroactively. For compliance purposes, we must assume that any blank response or failure to submit this form implies that authorization has not been granted.

Please mark one box for each authorization to indicate whether you authorize LCCC to take the action described or decline / rescind the authorization.

- 1) **Authorize** **Decline / Rescind** I authorize LCCC to apply Title IV funds to unpaid charges incurred prior to the current term or aid year, up to a maximum of \$200. I understand that if the amount of unpaid charges exceeds the available credit, then the remaining unpaid charges remain due and that LCCC is owed payment for those charges.
- 2) **Authorize** **Decline / Rescind** I authorize LCCC to hold Title IV funds in excess of my current term charges (a credit balance) to be used as payment for charges in the future term within the current financial aid year or loan period. I understand that I may request a refund of any actual excess funds by submitting a written request for a refund to the business office. I understand that LCCC has 14 days from receipt of the written request to deliver the funds to me. I also understand that LCCC will refund any excess Title IV funds to me at the end of every aid year or loan period as required by federal regulations.
- 3) **Authorize** **Decline / Rescind** I authorize LCCC to apply Title IV funds to non-institutional charges on my student account. Non-institutional charges include (but are not limited to): books, fines (library, parking, etc.), fees, interest, etc. I understand that if I do not grant this authorization I will have to pay these types of charges using non-Title IV funds (cash, check, or credit card).

Student Signature

Date

Student Name (Print)

Student ID or Social Security # (voluntary)

Student Phone Number

Please return this fully completed form to:

Laramie County Community College
1400 East College Drive
Cheyenne, WY 82007