



INSTITUTE OF TECHNOLOGY

Bursar Authorization Form

Name: _____ CWID: _____
Last First M.I. (Maiden)

Address: _____
Street City State ZIP Code

As a service to our students, OSU Institute of Technology is pleased to offer you the ability to have Title IV financial aid (federal) applied to any expenses added or that you have charged to your account such as books, supplies, and fines, **after being used** to pay tuition, fees, room and meal plan.

If you would like to take advantage of this service, federal regulations require your authorization. Please mark your decision below. Also, **your choice may be canceled at any time by contacting the Bursar Office in writing.**

Authorization for Current and Prior Terms

___ Yes! Please apply my Title IV aid to all charges on my account.

- If any aid remains, I will receive a refund or I may choose to have it applied to future expenses incurred.
- If a balance remains after all aid is applied, I understand that I will be responsible for paying off the balance, and that finance charges will be added the 15th of each month. Until the balance is paid, I will not be able to enroll in future terms.

___ No. I am declining this offer. I understand that my aid will only be applied to tuition, fees, room and meal plan.

- I understand that I am fully responsible and obligated to pay all fees and charges assessed to my account such as books, supplies, fines, etc.
- I understand that a monthly finance charge will be applied to my account on the 15th of each month to any balance remaining.
- I understand that until my balance is paid in full, I will not be able to enroll in future terms.

Authorization for Future Terms

___ Yes! Please apply my Title IV aid to all charges on my account. The terms are the same as Authorization for Current and Prior Terms above.

___ No. I am declining this offer. The terms are the same as Authorization for Current and Prior Terms above.

Signature: _____ Date: _____