



TITLE IV AUTHORIZATION FORM – FOR PLUS LOAN BORROWERS  
Rev. June 10, 2010

Student's Name: \_\_\_\_\_  
Student Smith ID#: \_\_\_\_\_  
PLUS Loan Borrower's Name: \_\_\_\_\_  
Borrower Status:  Parent  Graduate Student

**I. TITLE IV FUNDS USAGE AUTHORIZATION**

Plus Loans are a form of Title IV aid. Title IV aid that is allotted for any given semester must be applied only to *standard* billed charges within that semester. Standard charges include: tuition, room, board, activities fee, course fees and insurance.

Because a student may be charged non-standard fees or have a past due prior term balance, this can result in a refund being issued while a balance remains on the tuition account. When this happens, a balance due will remain on the account.

**To avert this inconvenience**, a PLUS borrower may authorize Smith to apply his/her loan proceeds to non-standard account charges and prior-period balances, in addition to standard charges. Such an authorization can be rescinded at any time by submitting a signed letter to Student Financial Services.

Non-standard charges include, but are not limited to: optional health insurance, computer loan charges, infirmary visits or services, late fees, library fines, parking fines, returned check fees, misc. administrative fees and fines, balances from a prior school year, etc.

Please check either one, two or all boxes below

- I authorize Smith College to pay outstanding prior year charges
- I authorize Smith College to pay non-standard charges as described above
- I authorize Smith College to hold funds on the account for a future term within the academic year.

I understand that this authorization will remain valid through subsequent award years. I further understand that I can modify or rescind this authorization at any time by sending a signed letter to Student Financial Services.

\_\_\_\_\_  
(Parent or Graduate Student Borrower Signature)

\_\_\_\_\_  
Date

***Please return form by mail, fax or email attachment (PDF vs. image format preferred).***

Office Use Only: Track AUTH, enter SN hold as applicable, original to book