



Student Financial Services • 604 E. College Ave. • North Manchester, IN 46962

Federal Student Aid Disbursement Authorization

Manchester University is required to collect student (or parent borrower) authorization prior to utilizing a student account credit balance created by the disbursement of federal funds on the student account to pay for non tuition/fees, room/board charges.

Federal funds include, but are not limited to, monies disbursed through the following programs:

Federal Loan Programs

Federal Direct Loan

Federal Perkins Loan

Federal Parent Loan – parent borrower authorization required

Federal Gift Aid Programs

Federal Pell Grant

Federal Supplemental Educational Opportunity Grant

Federal ACG Grant

Federal SMART Grant

The Statement of Fines and Additional Charges

Manchester University maintains a Statement of Fines and Additional Charges. This account manages additional charges a student may incur for the following:

- _____ Parking Tickets
- _____ Library Fines
- _____ Residence Hall Fines
- _____ Health Service Charges

The above items are not considered allowable charges when utilizing federal student aid funds and therefore require authorization to utilize a credit balance available on your student statement of tuition/fees, room/board. Please place a check mark (✓) beside those charges in which you are providing authorization.

I (student) authorize Manchester University to apply the credit balance from the student account (tuition/fees, room/board) to the Statement of Fines and Additional Charges. I understand that this authorization is active for my entire period of enrollment. I can modify and/or cancel authorization at any time. Written notification to Student Financial Services is required to modify and/or cancel the disbursement authorization.

Student Name (please print): _____ **Student ID:** _____

Student Signature: _____ **Date:** _____

I (parent borrower) authorize Manchester University to apply the credit balance from the student account (tuition/fees, room/board) to the Statement of Fines and Additional Charges. I understand that this authorization is active for the student's entire period of enrollment. I can modify and/or cancel authorization at any time. Written notification to Student Financial Services is required to modify and/or cancel the disbursement authorization.

Parent Name (please print): _____

Parent Signature: _____ **Date:** _____