

# BARTON

COMMUNITY COLLEGE

## 2012 -13 Authorization Form

Federal law states that Barton Community College must obtain authorization from the student prior to performing the following activities:

- You have the right to use Federal Financial Aid funds to pay for allowable charges other than institutional charges such as, but not limited to: lab fees, parking fees, and book charges.
- You have the right to apply Federal Financial Aid funds to prior year charges, not to exceed \$200.
- You also have the right to request that Barton hold your Federal Financial Aid funds for future term charges.

In order for Barton to perform any of these activities, you must complete the following three items:

1. Allowable Charges

\_\_\_\_\_ **I authorize** Barton to use my Federal Financial Aid funds to cover all fees and charges.

\_\_\_\_\_ **I limit** Barton to use my Federal Financial Aid funds to cover only institutional charges of tuition, general fees, books and student housing.

2. Prior Year Charges

\_\_\_\_\_ **I authorize** Barton to use my Federal Financial Aid funds to cover prior year charges, not to exceed \$200.

\_\_\_\_\_ **I do not authorize** Barton to use my Federal Financial Aid funds to cover prior year charges.

3. Holding a Credit Balance for Future Term

\_\_\_\_\_ **I authorize** Barton to hold my funds on account for future term charges (You will not receive a check if your financial aid exceeds your account balance. The credit will, instead, be held on your account to cover future charges. If after the first payout of the following semester the funds are not needed cover additional charges, they will then be released to you as a refund.)

\_\_\_\_\_ **I do not authorize** Barton to hold my funds on account for future term charges. (You will receive a refund check if your financial aid exceeds your account balance.)

My signature on this form indicates that I have read and understand the information. Your authorization or limit of will remain in effect until written notice of change is given.

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

Print Name: \_\_\_\_\_ ID/SSN: \_\_\_\_\_

**Notice of Non-discrimination:** To provide equal employment, advancement and learning opportunities to all individuals, employment and student admission decisions at Barton will be based on merit, qualifications, and abilities. Barton County Community College does not discriminate on the basis of any characteristic protected by law in all aspects of employment and admission in its education programs or activities. Any person having inquiries concerning Barton County Community College's non-discrimination compliance policy, including the application of Equal Opportunity Employment, Titles IV, VI, VII, IX, Section 504 and the implementing regulations, is directed to contact the College's Compliance Officer, Barton County Community College, Room A-123, Great Bend, Kansas 67530. Any person may also contact the Director, Office of Civil Rights, U.S. Department of Education, Washington, DC 20201.