

# Vatterott Educational Centers, Inc.

## Title IV Authorization

**Student Name:** \_\_\_\_\_ **SSN:** XXX - XX - \_\_\_\_\_

**Campus** \_\_\_\_\_

Vatterott College, Vatterott Education Center, L'Ecole Culinaire, and Court Reporting Institute process Title IV financial aid through Global Financial Aid Services, a third-party financial aid servicer. A student's account may have a Title IV (Federal Student Aid) credit balance after funds have been applied to allowable charges for the period of enrollment. A **CREDIT BALANCE** is the amount of money owed to the student **after** he/she has paid educational costs for tuition and fees, and books and supplies for a program with the school. As long as you are an active student at the school, the school has the right to apply up to \$200 of a credit balance to prior year charges that have not yet been paid.

The United States Department of Education regulations require educational institutions to obtain student authorization in order to provide certain services relating to credit balances. This is a voluntary authorization and is valid from the date of signing through the date of graduation unless it is rescinded. Initial the authorizations below you wish to accept. If a student receives a PLUS loan, the parent is required to initial in order for the school to hold a credit balance created by a PLUS loan.

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I request that any credit balance on my account be handled in the following manner:

Initial to Authorize		
Student	Parent (if, applicable)	Type of Authorization
		The school may retain the credit balance on my account to cover any additional expenses that I might incur prior to the end of the applicable loan period (loan funds) or award year (other FSA program funds) to assist me in managing my educational funds.
		The school may use my FSA funds to cover any educationally-related charges incurred by me (including, but not limited to, transportation, graduation fees, transcript fees, and certification fees).
		When I withdraw/graduate from Vatterott College, Vatterott Education Center, L'Ecole Culinaire, or Court Reporting Institute, and after all refund calculations have been applied, any credit balance remaining (including credit balances that result from any post withdrawal disbursements), will be refunded first to lending institutions, then to me, if any credit balance remains.

I understand that I may request a credit balance refund check via the student portal for any given term. I also understand that making such a request via the student portal does not rescind the authorizations granted above and such authorizations will continue to be valid for all remaining terms.

I understand that I have the right to rescind any of the above authorizations at any time by notifying the school in writing. I understand that the revocation of any authorization is not retroactive, and will not impact activity reflected on my account prior to the revocation.

By signing this document, I acknowledge that I understand the information included in this document and that I am not required to elect any of the foregoing options. I understand that a parental signature is required for PLUS loan credit balance holdings.

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

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_