

Title IV Release for Non-Institutional Charges

Last Name _____ First Name _____ Student ID# _____

Authorization to Apply Federal Financial Aid to Non-Institutional Charges

Federal student financial aid can only be applied to "institutional charges" as defined by the U.S. Department of Education. This definition includes charges for tuition and fees. Non-institutional charges are considered charges that are not directly tied to taking a class (i.e. health insurance, book vouchers, emergency loans, etc.).

The only way federal student aid funds (i.e. Unsubsidized and Grad PLUS Loans) can be used to pay for "non-institutional charges" is to obtain your written authorization to pay those charges. This form will allow the Student Accounts Department to apply your federal financial aid to your non-institutional charges.

Per Title IV Federal regulations, you can voluntarily authorize the University of the District of Columbia David A. Clarke School of Law (UDC Law) to pay your non-institutional charges such as health insurance, book vouchers, and emergency loans.

- I DO authorize** UDC Law to apply my federal student financial aid to the aforementioned non-institutional charges on my student account. *I understand that this authorization will remain in effect until I submit a written request to cancel this authorization.*

- I DO NOT authorize** UDC Law to apply my federal student financial aid to any non-institutional charges on my student account. *I understand that I will be responsible for paying the aforementioned non-institutional charges out of pocket should any of these charges be applied to my student account.*

Student Signature _____ Date _____

Submit this form to:
UDC David A. Clarke School of Law
Office of Financial Aid, Suite 212
4340 Connecticut Ave. NW
Washington, DC 20008
FAX: (202) 274-7292