



Weber State University
 Office of the Bursar
 1014 University Circle
 Ogden, Utah 84408-1014

Title IV Authorization Release Non-Institutional Charges

Student Name _____ W _____

Authorization to Apply Federal Financial Aid to Non-Institutional Charges

Federal student financial aid can only cover "institutional charges" as defined by the U.S. Department of Education. This definition includes current year charges for tuition and fees, and on-campus room and board. It also includes other fees, such as: lab fees, workshops, university registration fees, facilities usage fees, and other specialized departmental or college fees associated directly with taking a class.

- Payment for previous semester charges (up to \$200 Maximum)
- Hold funds for future semester charges
- Payment for other non-institutional charges, (i.e. Rental fees, library fees, parking fees, application fees, late fees, breakage fees, etc)
- Bookstore Card/Cash Advance Card

I hereby request a Weber State University Financial Aid/Bookstore Cash Advance Card(s) in the Amount of \$ _____ as an advance of my Financial Aid residual funds. I authorize Weber State University to use my Title IV Financial Aid funds as an advance to my residual funds that I expect to receive from my financial aid award for this Card(s). It is my responsibility to pay Weber State University for this card(s) if I withdraw from school before my financial aid is disbursed or if my financial aid award is insufficient to cover the balance on this card. It is my responsibility to report lost or stolen cards to the WSU Bookstore. Weber State University is not responsible for lost or stolen cards.

Card #(s) _____

I hereby authorize Weber State University to apply my federal student financial aid to any non-institutional charges on my student account. I further understand that this authorization will remain in effect until I submit a written request to cancel this authorization.

Student Signature: _____ Date _____

Cashier Signature: _____ Date _____

_____ FOR OFFICE USE ONLY _____

Picture ID checked Card # verified TSAAREV Semester