



# Title IV Authorization Form for Parents of Undergraduate Students

## Instructions:

1. Please **print** the information in the box below.
2. Please check one, two or all three boxes below.
3. Please sign and date as indicated below.
4. Please return form to:

**VIA MAIL:**

**Student Financial Services and Registrar Suite  
206 Memorial Hall  
126 Hofstra University  
Hempstead, NY 11549-1260**

**VIA FAX:**

**(516) 463-4936**

**VIA E-MAIL:**

**studentfinancialservices@hofstra.edu**

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<i>(Please Print) Student's Last Name</i>	<i>Student's First Name</i>	<i>Middle Initial</i>	<i>Hofstra ID#</i>

## FOR PARENTS OF UNDERGRADUATE STUDENTS

I, \_\_\_\_\_, authorize Hofstra University to make use of any excess  
*(Please Print) Parent First Name                      Parent Last Name*  
 Title IV fund credit balances due to the Parent PLUS loan for the above-mentioned student for the following purpose(s):

- To pay outstanding institutional charges.
- To pay other educational institutional charges, such as parking tickets, lab fees, late fees, etc.
- To hold to pay institutional charges for a future term.

I understand that this authorization will remain valid through subsequent award years. I further understand that I can modify or rescind this authorization (please see the Title IV Rescindment Form online at **hofstra.edu/titleIVrescind**). Any modification or rescindment will become effective as of the date the form is received by the University.

\_\_\_\_\_  
 (Parent's signature - PLUS Loan Borrower)

\_\_\_\_\_  
 (Date)

**Please see reverse for answers to frequently asked questions.**

# Title IV Authorization Form Frequently Asked Questions:

▶ **To what types of financial aid does this Title IV Authorization pertain?**

Parent PLUS loan only.

▶ **Does the form need to be signed each semester?**

No. The Authorization Form remains in effect while your son/daughter is a Hofstra University student (including breaks in enrollment). It may be rescinded at any time (please see the Title IV Rescindment Form online at [hofstra.edu/titleIVrescind](http://hofstra.edu/titleIVrescind)).

▶ **What is the purpose of the Authorization Form?**

Hofstra University, in compliance with federal regulations, must obtain voluntary permission from the parent to apply federal financial aid proceeds to pay for charges related to a prior term, future term or charges other than tuition, fees, room and board on your student's account.

▶ **Will signing the Authorization Form help me?**

Yes. By signing the form, any excess Parent PLUS loan fund balances will be permitted to be applied to prior, future or certain miscellaneous charges on your student's account. This will also help prevent an "account hold" for unpaid charges, which would block your student from registering for future semesters, obtaining grades and receiving transcripts.

▶ **Must the Authorization Form be signed in order to have Title IV funds applied to library fines and other fees?**

Yes. The Authorization Form must be signed to authorize the University to utilize Title IV funds to cover parking tickets, fines for overdue library books, replacement ID cards, and other miscellaneous charges.

▶ **If I do not sign the form, will my financial aid be delayed?**

No. However, you are responsible for making payment to cover any unpaid charges, and that payment must be made by the applicable deadline date.

▶ **I signed the form, but still received a refund check from Hofstra. Why?**

Federal regulations require that Hofstra University return in excess of all the items you authorized us to pay at the end of the loan period for that award year.

▶ **I still have questions - who can I talk to?**

Office of Student Financial Services: (516) 463-8000