



Harvard University Extension School

Division of Continuing Education

Student Financial Services • 51 Brattle Street • Cambridge, Massachusetts 02138-3722 • (617) 495-4293 • (617) 495-2921 fax • sfs@dcemail.harvard.edu

Federal Financial Aid Payment Authorization

Federal regulations require that schools obtain authorization from a student (or parent borrower) to pay for allowable charges other than tuition and registration fees with any federal financial aid the student is receiving such as the Federal Stafford Loan, Graduate PLUS Loan, Federal Perkins Loan, or Federal Pell Grant. If you wish to use your federal financial aid to pay your health insurance charge(s) and/or any other current-term charges beyond your tuition and registration fee, you must submit this form to Student Financial Services (SFS) before your funds are disbursed at the end of the registration period.

If you are a dependent student whose parent has borrowed a Federal PLUS Loan and your parent wishes to authorize payment from the PLUS loan to pay your health insurance charge(s) and/or any other current-term charges beyond your tuition and registration fee, your parent must also complete the parent authorization section and return it to SFS as soon as possible.

If SFS does not receive authorization from you before your financial aid is disbursed, your aid will be applied *only* to your tuition and registration charges. Any remaining financial aid will be refunded to you in the form of a check and mailed to the address you have on file with the Registrar's Office. You will be responsible for paying the balance owed on your account.

Student Authorization

I authorize Harvard Extension School to use my Title IV federal financial aid to pay my health insurance charge(s) and/or any other current-term charges beyond my tuition and registration fee.

I understand that this/these charge(s) will be deducted along with my tuition and registration charges from my financial aid before any remaining amount is refunded to me at the end of the registration period each term. If my financial aid does not cover my tuition and fees I understand that I will be billed for any balance remaining on my account. My authorization remains in effect indefinitely unless I request otherwise.

I may cancel or modify this authorization at any time by submitting a written request to Student Financial Services. The cancellation or modification will be effective as of the date SFS receives the notification.

Please type or print clearly.

Student's name _____
Last *First* *Middle initial*

DCE ID number @

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(see www.extension.harvard.edu/login if unsure)

Student's signature _____ Date _____

Parent Authorization (for the parent of a dependent student borrowing a PLUS Loan)

I authorize Harvard Extension School to use my Federal PLUS loan to pay my child's health insurance charge(s) and/or any other current-term charges beyond his/her tuition and registration fee.

I understand that this/these charge(s) will be deducted along with my child's tuition and registration charges from my Federal PLUS Loan before any remaining amount is refunded to me at the end of the registration period each term. My authorization remains in effect indefinitely unless I request otherwise.

I may cancel or modify this authorization at any time by submitting a written request to Student Financial Services. The cancellation or modification will be effective as of the date SFS receives the notification.

Please type or print clearly.

Parent's name _____
Last *First* *Middle initial*

Parent's signature _____ Date _____