Federal Refund Authorization Form
2016-2017

Please complete and sign this form as soon as possible and mail or fax it to SRFS at 215-573-5428. Checking **YES** will help you avoid an unexpected balance on your student account.

**WHAT IS THIS ABOUT?**
Federal regulations state that federal funds received by a student that exceed tuition, mandatory fees, residence and dining charges cannot be used for payment of other expenses on your bill and must be refunded to the student. Students can opt to use any excess funds to pay charges other than those noted above by checking **YES**.

**WHAT OTHER ITEMS MIGHT BE ON MY STUDENT ACCOUNT BILL?**
Health insurance, bookstore purchases are examples.

**WHAT IF I HAVE A BALANCE FROM A PREVIOUS ACADEMIC YEAR?**
Federal funds can only be used within the same academic year in which they are received.

**WHY SHOULD I SAY YES AND AUTHORIZE PENN TO CREDIT MY ACCOUNT?**
Your first obligation is to pay your student account in full. Carrying a balance will result in late payment penalties, and possibly being placed on **HOLD**, which will restrict future registration.

**WHAT IF I CHOOSE NOT TO COMPLETE THIS FORM, OR DO NOT AUTHORIZE PENN TO CREDIT MY ACCOUNT?**
The federal funds will be used to pay tuition, mandatory fees, residence and dining charges, but will **NOT** be credited to any additional charges. You will receive a refund, but will most likely have a balance on your student account for which you will be responsible. You will risk late payment penalties, and being placed on **HOLD**, which will restrict future registration.

**WHAT FEDERAL FUNDS ARE AFFECTED BY THIS REGULATION?**
Direct, Direct PLUS, Direct GradPLUS, and Perkins Loans SEOG, Pell, SMART, or ACG Grants.

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**STUDENT AUTHORIZATION FOR USE OF FEDERAL FUNDS**

- **YES.** Please use all my federal funds as credit toward my student account.
- **NO.** Do not use my federal funds for additional expenses beyond tuition, mandatory fees, housing and dining.

  I understand that I will have a balance on my student account and agree to pay it in full by the due date.

Name______________________________________________ Penn ID Number_______________________

Signature____________________________________________Date_________________________________