This authorization form allows you to tell Perry Technical Institute (PTI) how you would like the school to manage a credit balance created on your student account by Federal Student Aid (FSA) funds and other non-federal funds. Federal loan disbursement notifications will be sent to your PTI provided student email account unless otherwise requested.

An FSA credit balance results when the total of FSA funds credited to a student’s account exceeds tuition and other eligible charges. An FSA credit balance may be created by these types of aid:

- Federal Pell Grant
- Federal Direct Stafford Loan
- Federal Perkins Loan
- Federal SEOG

Examples of non-federal funds that may create excess:

- Scholarships
- State Grants
- Private Loan

Unless a student authorizes the college to hold a credit balance, the credit must be paid to the student no later than 14 calendar days after the credit was created. Signing this form authorizes PTI to retain an FSA and/or non-federal credit balance on the student account. At the time of graduation or termination, you authorize PTI to send the credit balance on your student account back to whomever currently holds your outstanding student loans.

This authorization will remain in effect for each subsequent payment period unless you withdraw it. However, in no case will PTI hold an FSA credit balance of loan funds beyond the end of the loan period, nor an FSA credit balance of other funds beyond the end of the last payment period in the award year for which the funds were awarded.

You have the right to withhold agreement from all or part of this authorization. If you elect not to authorize PTI to hold your credit balance, the funds will be paid to you within the 14-day period noted above.

This authorization may be withdrawn at any time by filling out a new form and signing below where it states: *I voluntarily authorize PTI to RELEASE my credit balance.* Forms are located in our Financial Aid Office or you can request a form electronically by emailing financialaid@perrytech.edu.

If you withdraw your authorization, PTI will deliver any remaining credit balance to you within 14 days. (Note that your cancellation is not retroactive.)

**Authorization: (CHECK ONE ONLY)**

- I voluntarily authorize PTI to HOLD and manage my credit balance as described above.
- I voluntarily authorize PTI to RELEASE my credit balance.

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Signature ___________________________ Date __________________

Print Student Name ___________________________ Student ID# ________________

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