TSU
Texas Southern University
Office of Student Financial Services
Ph: 713-313-7071 • Fax: 713-313-4316 • financialservices@tsu.edu • www.em.tsu.edu

FEDERAL (TITLE IV) AUTHORIZATION STATEMENTS

Name	T-Number/Social Security Number

Information
Students who receive Title IV funds (Pell, SEOG, ACG, Smart, PLUS, and Perkins and Stafford and Graduate Plus loans) as part of their financial aid package are required to complete a Title IV Authorization form. This authorization form will instruct the University on how to apply excess Title IV funds to your student account. Excess Title IV funds are created when the total amount of Title IV funds posted to your student account exceeds charges for tuition, student fees, room and board.

Your authorization will not prevent you from requesting a refund of either your excess Title IV funds or any other credit balance on your student account during your enrollment at Texas Southern University. The refund policy is located under the "Financial Aid" link at www.em.tsu.edu.

If you have any questions regarding this authorization, contact the Texas Southern University Financial Services/Financial Aid Office by telephone at 713-313-7071 or email financialservices@tsu.edu.

Title IV Federal Student Aid Authorization Statement
Federal regulations regarding the use of Title IV funds (Pell, SEOG, ACG, Smart, PLUS and Perkins and Stafford and Graduate Plus Loans) credited to a student's account require TEXAS SOUTHERN UNIVERSITY to apply the Title IV funds only to qualifying charges (tuition, student fees, room and board if billed by TEXAS SOUTHERN UNIVERSITY). However, students can authorize TEXAS SOUTHERN UNIVERSITY to apply any Title IV funds in excess of qualifying charges to other outstanding non-qualifying charges such as bookstore purchases, meals, library fees and fines, and parking fees for the current and prior award years.

Student account statements are sent at the beginning of each month. Outstanding balances on those statements are due in full by the first business day of the following month. In order to simplify the payment of those balances, it is recommended that students authorize TEXAS SOUTHERN UNIVERSITY to apply any excess Title IV funds to any outstanding non-qualifying charges for the current and prior years.

To enable the University to apply excess Title IV funds to outstanding non-qualifying charges on your account, you must select "Yes" on the Authorizations Statement below.

If you select "No" or do not complete the Authorization Statements below, Title IV funds in excess of qualifying charges will be refunded directly to you. All outstanding or future charges will remain your responsibility.

AUTHORIZATION STATEMENTS

I authorize TEXAS SOUTHERN UNIVERSITY to apply excess Title IV funds to all outstanding non-qualifying charges that have been or will be charged to my student account by the University during the current award year.

_____ Yes _____ No

I authorize TEXAS SOUTHERN UNIVERSITY to apply excess Title IV funds to outstanding non-qualifying charges that have been charged to my student account by the University for the immediately preceding award year.

_____ Yes _____ No

Your authorizations will remain in effect for the entire period that you are enrolled at TEXAS SOUTHERN UNIVERSITY. You may, at any time, change your authorizations by resubmitting this form.

Signature: _____ Date: _____

Please send your documents to:
Texas Southern University
Office of Student Financial Services
3100 Cleburne Street • Houston, TX 77004