

**Southern Connecticut State University**

Office of Financial Aid & Scholarships  
501 Crescent Street, New Haven, Connecticut 06515  
Phone: (203) 392-5222, Fax (203) 392-5229

**Federal Direct PLUS Loan  
Excess Fund Authorization Form**

Student's Name: _____	Student ID: _____
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Dear Parent Loan Borrower:

According to federal regulations, the Federal Direct PLUS Loan (DLPLUS) will be applied directly to your student's outstanding university charges (tuition, fees, room and board). However, federal regulations also require DLPLUS borrowers to answer a few simple questions as to the authorized use of these funds. Listed below are the three questions which must be answered before the DLPLUS funds can be disbursed/paid to your student's account.

NOTE: Parent borrowers may revoke/change any/all authorizations at any time by completing a new Federal Direct PLUS Loan Excess Fund Authorization Form and submitting it to the Office of Financial Aid and Scholarships.

**PRIOR TERM CHARGES AUTHORIZATION**

The DLPLUS Title IV financial aid funds are restricted to payment of current term tuition, fees, room and board on a student's account. If you are eligible for a DLPLUS in excess of tuition and fees, and you wish to use this excess amount to cover your student's outstanding balance from a prior term, you must authorize Southern Connecticut State University to pay these prior term charges (up to a maximum of \$200). Please indicate your choice below.

- I authorize Southern Connecticut State University to use the DLPLUS funds for prior year charges (up to a maximum of \$200).
- I do not authorize Southern Connecticut State University to use the DLPLUS funds for prior year charges (up to a maximum of \$200).

**CURRENT TERM CHARGES AUTHORIZATION**

Federal regulations permit parent borrowers to authorize use of the DLPLUS Title IV financial aid funds to pay for current term non-institutional charges such as Hoot Loot, health services, laboratory fees, parking and library fines, bookstore charges, transcript and graduation fees, and other miscellaneous fees and fines that their student incurred. If you are eligible for the DLPLUS financial aid funds in excess of tuition and fees, and wish to use this excess to cover your student's current term non-institutional charges, you must authorize Southern Connecticut State University to pay these charges. Please indicate your choice below.

- I authorize Southern Connecticut State University to apply the credit balance derived from the DLPLUS loan funds to other non-institutional charges on my student's account.
- I do not authorize Southern Connecticut State University to apply the credit balance derived from the DLPLUS loan funds to other non-institutional charges on my student's account.

**CREDIT BALANCE HOLD AUTHORIZATION**

Once the DLPLUS Title IV financial aid funds are disbursed to your student's account to be applied to tuition, fees, room and board, those loan funds may exceed the total charges which would create credit balance. Parents may choose to receive a refund or leave those funds on their student's account to pay for future charges (i.e., tuition and fees for a future term such as Winter session, Spring Break, or Summer). Please indicate your choice below.

- I authorize Southern Connecticut State University to hold any credit balance that may result from the posting of the DLPLUS loan funds. I understand that I will not be given a refund for this amount and that the credit will be applied toward future charges including those which may arise from the next semester's tuition and fees. (DLPLUS loan refunds will be issued to the parent borrower.)
  
- I do not authorize Southern Connecticut State University to hold any credit balance remaining on my student's account after current semester charges have been applied against available funds. Therefore, a refund for this amount will be issued. (The DLPLUS loan refunds will be issued to the parent borrower.)

I understand that financial aid recipients must be matriculated, maintain Satisfactory Academic Progress, and be enrolled at least half-time.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you have any questions or concerns regarding your Federal Direct PLUS Loan or other financial aid issues, please contact the Office of Financial Aid and Scholarships.

**Return to: Office of Financial Aid and Scholarships**

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