Technical College of the Lowcountry

Authorization for Title IV Funds

By completing and signing this form, you are authorizing The Technical College of the Lowcountry (TCL) to use your Title IV funds (Federal Student aid including Pell, Stafford-Direct Lending, Federal Supplemental Opportunity Grant) for you to charge books in the college bookstore and/or to pay outstanding charges on your account.

This authorization and use of the bookstore does not affect the timing or date of return of excess funding of the student Title IV refund.

This authorization remains in effect from the date signed until you cease enrollment at the Technical College of the Lowcountry or until it is modified or revoked by you in writing.

According to Federal Regulation CFR 668.165(b)(2)(ii), you have the right to revoke or modify this authorization at any time. You must notify the Business Office in writing of your intent to revoke or modify this authorization. For ease of requesting the change, the Business Office will provide you with a revocation form upon request.

Please direct the revocation form to Stacey Dyer, Fiscal Manager at PO Box 1288, Beaufort, SC 29901-1288. Once your written revocation of this agreement is received, no additional charges from the college bookstore or outstanding charges to your account will be authorized.

Tuition and enrollment/registration related fees are not included in the authorization or revocation and will continue to be deducted before any credit balances are returned to the student.

____ I authorize the assignment of the balance of my Title IV award(s) to the TCL bookstore in order that I may purchase textbooks and supplies. I understand that my bookstore account will remain open only the first 25 days of the semester. Purchases of textbooks and supplies after this date will be my responsibility. I understand that it is my responsibility to notify the Student Records office of any changes to my mailing address to prevent delays and/or adjustments in receiving my remaining Title IV refund.

____ I authorize TCL to pay outstanding charges on my student account (including but not limited to, prior term balances, prior year balances, parking fines, SLED checks, and testing charges) with excess Title IV funds.

I understand that changes to my course schedule, such as dropping a course, withdrawing or nonattendance will result in a reduction of financial aid, which will leave me personally responsible for payment of outstanding tuition and fees.

Signed: ___________________________ Date: __________________

Student Name: ________________________ Datatel ID: ______________

Completed forms are to be forwarded to the Business Office.
The Technical College of the Lowcountry is committed to a policy of equal opportunity for all qualified applicants for employment without regard to race, gender, national origin, age, religion, marital status, veteran status, disability or political affiliation or belief.