

Title IV Authorization and Financial Aid Cash Management Form (2025–26)

Warning: According to the U.S. Department of Education, if you purposely give false or misleading information, you may be subject to a fine of up to \$20,000, imprisonment for up to five years, or both.

Student Information (Please Print)

Last Name: First Name:

Middle Initial: Student ID Number:

Student Email Address:

Street Address
(Include Apartment Number):

City: State: Zip Code:

Phone Number (Include Area Code):

Requirements and Authorization

Title IV and Financial Aid Cash Management form is required for all financial aid applicants. Any outstanding current term tuition, fees, and book charges will be deducted from your financial aid award. Federal Title IV regulations mandate that the college have a signed statement on file before we may use your financial aid to pay other types of charges such as health insurance, parking fines, lab fees, library fines, late fees, etc.

Authorizing Central Piedmont to deduct these other charges may expedite your financial aid disbursement and may avoid the possibility of college holds placed on your account, which could affect your ability to register.

If you would like to authorize Central Piedmont's Financial Aid office to deduct these charges from the current year and future term financial aid disbursements, complete this form and return it to any campus Financial Aid office (or mail to the address provided in the footer of this form).

Please note that this authorization is provided as a convenience to you and may be rescinded by you through the submission of a new authorization form at any time.

Student Statement

Please initial next to each authorization. You may refuse to authorize any individual item on this form

☐ In recognition of credit extended to me by Central Piedmont, I voluntarily authorize the application of my financial aid disbursements (excluding Federal Work-Study wages) to institutional charges incurred by me and for other institutional charges I have incurred during the current academic year.

☐ I understand that, after registering for classes, if I decide not to attend, it is my responsibility to drop or withdraw within published timeframes. If I fail to do so, the classes will remain on my student record and I will be responsible for paying the resulting bill.

I authorize Central Piedmont to use Federal Title IV funds (i.e., Federal Pell Grant, Federal Supplemental Educational Opportunity Grant) and North Carolina State Funds (i.e., North Carolina Community College Grant, North Carolina Educational Lottery Scholarship) awarded to me to:

- To pay institutional charges that include but are not limited to tuition, fees and books.
- To pay non-institutional charges that include but are not limited to medical insurance, parking cards, and late fees.



This authorization covers my entire academic enrollment at Central Piedmont.

Please initial next to each authorization. You may refuse to authorize any individual item on this authorization. Furthermore, I understand the following:

- ☐ I will be responsible for paying any tuition, fees and bookstore charges not covered by my financial aid. It is my responsibility to make arrangements to pay any charges that I have incurred with the college.
- ☐ I will be responsible for paying my tuition, fees, and bookstore charges if I am placed on Financial Aid Suspension after grades for the current term post.
- ☐ Corequisite credit hours in excess of 30 hours cannot be counted towards my financial aid enrollment status or paid for by financial aid.
- ☐ I will be responsible for repaying funds disbursed to me for which I am not eligible, or for any period of time I was not enrolled or was ineligible. I understand that if I should be over awarded and repayment is required, I will be ineligible to receive additional financial aid at Central Piedmont until the amount owed is repaid.
- ☐ If I withdraw from all my courses during the drop/add period, I will be ineligible for financial aid and will be responsible for paying 25% of my tuition, all fees, and my entire bookstore charges.

- ☐ If I withdraw from all my courses before reaching the 60% point during a semester, I will owe Central Piedmont and the U.S. Department of Education the unearned portion of my financial aid.
- ☐ I am to notify the Financial Aid office if I withdraw from any classes at Central Piedmont. I also understand that excessive withdrawals may affect my satisfactory academic progress in accordance with Central Piedmont's Financial Aid Satisfactory Academic Progress Policy.
- ☐ I am to notify the Financial Aid office if I receive any scholarships, loans, employer reimbursement, or other assistance from sources outside the college prior to acceptance of outside aid.
- ☐ False or incomplete information submitted by me or on my behalf may result in cancellation of my award and may require repayment of part or all of the funds disbursed to me.
- ☐ I am required to update any changes in name, address, and/or telephone number with Student Records and the Financial Aid office. Address and telephone number changes can be made online through MyCollege by selecting Student Services and selecting My Profile.
- ☐ I am responsible for paying any amount due to the college and/or bookstore because of an over award due to never attending or dropping to a lower enrollment level prior to my Financial Aid Census Date.

- ☐ Awards are **conditional** pending meeting Financial Aid's Satisfactory Academic Progress (SAP) requirements. If I do not meet SAP requirements, my financial aid will be void. I may appeal my financial aid suspension status when the failure to make satisfactory academic progress was due to injury or illness, death of a relative or other special circumstances. The appeal should not only document the special circumstances (e.g., a letter from your doctor) and explain how the circumstances affected your performance, but also explain what has changed which will allow your performance to improve.
- ☐ I will not be able to register for classes or receive my official transcript until I pay any debt created as a result of my withdrawal from school.
- ☐ If I do not attend class and fail to withdraw, I am responsible for the total amount charged for my tuition and fees.
- ☐ I certify that I am not a transient student and I have not and will not receive financial aid at another institution while attending Central Piedmont.
- ☐ Credit balances less than \$1 will not be refunded.
- ☐ Any unclaimed checks written and not cashed will be voided after ninety days. Checks can only be reissued **before** August 1 for the prior fiscal year award (July 1 to June 30).
- ☐ Central Piedmont's Financial Aid office uses the Central Piedmont student email account as a primary means of

communication. I may opt to receive paper mailings by checking the Financial Aid Paper Correspondence Option in MyCollege.

☐ If I am eligible to receive federal work-study, funds earned will be deposited to my BankMobile Vibe Debit Card or other available option which I have selected.

☐ Any financial aid funds remaining after tuition, books and supplies, and any current year outstanding balances are paid will be reimbursed to me through my BankMobile Vibe Debit Card or other available option which I have selected.

☐ Central Piedmont will permit me to purchase books (using college funds) prior to the start of the eight- week sessions and ten days prior to the start of a 16-week semester at the Barnes and Noble Bookstore on campus. These funds will be used to purchase only the necessary books and supplies needed for my registration. If I decide not to attend the college, I will pay out-of-pocket or return the books and/or supplies as soon as possible. I realize all bookstore charges will be credited to my account and paid by my financial aid. I may opt out of this agreement by purchasing my books elsewhere.

☐ My financial aid will only pay for courses required for my program of study. These courses can be found by reviewing My Progress link under Student Planning on my MyCollege account. With the exception of co-requisite courses or English as a Foreign/Second Language (EFL) courses, my financial aid

will not cover courses shown on my program evaluation under the heading "Other Courses."

☐

If funds are available after covering tuition and fees for required courses, the remaining financial aid funds will be used to cover charges for course(s) not in my current program of study. If I elect not to have my remaining available financial aid cover the charges associated with courses not in my program, I will pay the balance out of pocket.

☐

I can retake courses as often as desired; however, financial aid will only pay for a repeated course once after a course is successfully completed with a grade higher than an F.

☐

I authorize payments of up to \$200 to be taken from my financial aid refund to cover any outstanding charges with the college from a prior award year.

☐

If I register for courses after my Financial Aid Census Date, my financial aid will not pay additional funds based on a higher enrollment level. Review the following "Key Financial Aid Census Date Notes" section as well as financial aid dates on the Financial Aid office website.

☐

Federal regulations stipulate that students must be enrolled in an eligible program and taking degree- applicable courses to receive federal Title IV financial aid. Therefore, federal aid can only be used for classes required for your degree program. For any course not in my program of study, I authorize the Financial Aid Office to use remaining financial

aid to pay for the course(s). If no financial aid is remaining, I will be responsible for paying for any course that is not required in my program of study.

Key Financial Aid Census Date Notes

- Since your enrollment level determines your grant eligibility for the term, your enrollment level on your Financial Aid Census Date will determine your actual grant payment.
- In addition, if you have already received a payment and you drop to a lower enrollment level by your Financial Aid Census Date (based on attendance), you will be considered to have been **overpaid** and will need to return funds to Central Piedmont.
- If you increase your enrollment level *after* your Financial Aid Census Date, additional credit hours will not be counted for grant payment purposes.
- The Department of Education has a policy that requires a Financial Aid office to conduct a Return to Title IV (R2T4) calculation if a student changes their initial intended course enrollment while they are **not actively attending a course or if it is on the last day of the current active class**. This means that, if you want to drop future starting courses, you will need to do so while actively attending a course.

This authorization will remain in effect for any subsequent payment period unless I withdraw it.



I will submit another authorization form if I want to rescind this one. Rescission is valid as of the date received and is not retroactive. My signature authorizes the college to deduct any institutional charges, such as tuition, fees, and bookstore expenses from my grant(s) and to issue the balance by the method I chose when selecting my Central Piedmont BankMobile Vibe refund option. I further authorize the college to deduct from my award any other cost-of-attendance charges or other school charges.

Please Select One for Housing Plans:

☐ I live off campus.

☐ I live with my contributors.

Certification and Signature

Please provide your signature. By providing your signature, you are authorizing Central Piedmont to use your Title IV program funds to pay for the cost of attendance charges and other institutional charges. You also understand that you have the option of changing your mind at any time and paying cash. This authorization, if not rescinded, will be used for each semester you are enrolled at Central Piedmont.

Student Signature: _____ Date: _____

Contributor Signature
(Dependent Students Only): _____

Date: _____