



**STUDENT/PARENT CREDIT BALANCE  
AUTHORIZATION**

One University Parkway, Unit 295, Romeoville, Illinois 60446  
Fax: 815-836-5566

**STUDENT NAME** \_\_\_\_\_ **ID #** \_\_\_\_\_

By signature below I authorize Lewis University to (please check all that apply):

- Use Federal Student Aid funds to pay for allowable charges other than tuition, fees, room, and board. Examples include but are not limited to parking permit fee, bookstore charge, and fines.
- Hold the Federal Student Aid credit balance on my account.
- Apply Federal Student Aid funds to prior-year charges other than for tuition, fees, room, and board. Examples include but are not limited to parking permit fee, bookstore charge, and fines.
- Send partial refund of \$\_\_\_\_\_ and hold the remaining Federal Student Aid credit balance on my account. If funds are received from a parent loan (PLUS), the parent section must also be completed.

**STUDENT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

By signature below and as the parent borrower of PLUS loan, I authorize Lewis University to release the credit balance created by the PLUS Loan to the student listed above or to (please check all that apply):

- Use Federal Student Aid funds to pay for allowable charges other than tuition, fees, room, and board. Examples include but are not limited to parking permit fee, bookstore charge, and fines.
- Hold a Federal Student Aid credit balance on the student's account listed above.
- Apply Federal Student Aid funds to prior-year charges other than for tuition, fees, room, and board. Examples include but are not limited to parking permit fee, bookstore charge, and fines.
- If parent does not authorize release to the student, list parent name and address below:

Parent \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**PARENT SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

A student or parent may cancel or modify this authorization at anytime.