



TITLE IV AUTHORIZATION

Frequently Asked Questions

What is Title IV financial aid?

Title IV financial aid is federally funded aid such as Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal Direct Subsidized and Unsubsidized Loans, Federal TEACH grant and Federal Direct PLUS loans.

How are Title IV funds applied to my student account?

The U.S. Department of Education requires that Title IV funds be applied only to allowable educationally related charges. Allowable educationally related charges include: Tuition, mandatory fees, and room and board (for on-campus students).

What is the purpose of the Title IV authorization form?

NJIT, in compliance with federal regulations, must obtain the voluntary permission from the student or parent, as applicable, to apply federal financial aid proceeds to pay for charges (up to \$200) related to a prior term, or other allowable educationally-related charges other than tuition, required fees, and room and board contracted by NJIT.

Is the Title IV authorization applicable to other aid like scholarships?

No, other aid like institutional or donor-sponsored scholarships do not have a restriction and can pay any applicable charge the scholarship is intended to pay.

How do I complete the Title IV Authorization Questions for Federal Title IV Financial Aid Funds?

- Set up your UCID at: <http://ist.njit.edu/accounts/ucid.php> (If you do not have one already)
- Go to my.njit.edu
- Enter UCID & password
- Click on Student Services
- In the My Financial Aid Account Channel Box, click "Financial Aid Dashboard"
- Select the Award Year
- Go to 'Home' tab
- Under Response Required section, Click on 'View Questions'

What about authorizations for Parent PLUS Loans?

At this time, Parent PLUS Loan credit balances are automatically mailed by check to the parent borrower or students if directed by the parent on their federal loan application) on the address provided on the application. In certain cases, the parent borrower may have directed any excess funds to be applied to the student account at the time the loan application was completed. If no authorization was provided on the Parent PLUS Loan Application, parents will be able to complete the paper version of the [Federal Title IV Authorization Form](#).



So how will this affect my account if I DO authorize NJIT to apply excess federal Title IV financial aid to other allowable educationally related charges?

If you accept, all charges - as allowed by regulations - on your student account for the current semester are available to be paid by these funds with the exception of late fees and payment plan fees as regulations do not allow the use of federal funds to pay for those charges. Any funds in excess of your account balance will be refunded to you per the normal refund policy.

So how will this affect my account if I DO NOT authorize NJIT to apply excess federal Title IV financial aid to other allowable educationally related charges other than tuition, mandatory fees, or room and board (if I am living on-campus)?

If you decline, then Title IV aid will only pay current tuition, fees, room and board. Other allowable educationally-related charges such as library fines, parking fees, charges for minor damage to school property, and health insurance fees will remain unpaid which can result in holds on your account that would prevent you from registering for classes. Students will be responsible for paying those remaining fees by the Bursar published deadline.

So how will this affect my account if I DO authorize NJIT to apply any excess federal Title IV financial aid to prior year charges?

If you accept and allow **NJIT** to apply Title IV financial aid to previous year institutional charges, then all charges (except late fees and payment plan fees) up to \$200 on your student account for the previous term are available to be paid by Title IV funds.

So how will this affect my account if I DO NOT authorize NJIT to apply any excess federal Title IV financial aid to prior year charges?

If you decline, Title IV aid will only pay current academic year charges. If you have a balance on your account after your current year charges are paid, you will have to pay any previous academic year charges with other funds. Previous balances will have to be paid and failure to do so will risk being assessed a registration hold, and thus not being able to register for classes.

Do I need to sign a new authorization form each semester?

No, by accepting/declining this online authorization, you are granting the University authorization to comply with your response while you are a student at the University, including breaks in enrollment. You may cancel or modify your authorization at any time. A cancellation or modification is not retroactive and will take effect on the date it is received by the Bursar office.

Is there a deadline to complete the Title IV Authorization Questions?

No. Any authorization you provide is valid from that point forward, unless you rescind it.

How do I cancel or change my Authorization of Title IV?

If after providing your Authorization of Title IV, you wish to cancel or modify your Authorization choice, you must complete the [Federal Title IV Authorization Form](#) and submit it to the Office of the Bursar.



By Mail	By Email	In Person
Office of the Bursar Student Mall University Heights 393 Martin Luther King Blvd. Newark, NJ 07105	bursar@njit.edu	Student Mall Office of the Bursar

Can you show me an example of how my decision to accept or decline the authorization can affect my account?

If you accept:	If you decline:
<p>Tuition \$7,224 Mandatory Fees \$1613 Parking \$347 <u>Health Insurance Fee - \$1610</u> Total Charges: \$10,794</p> <p>Federal Sub Loan - \$5,500 Federal Unsub Loan - \$2,000 Federal Pell Grant - \$3173 <u>Federal FSEOG Grant - \$500</u> Total Title IV Aid - \$11,173</p> <p>Student would get a refund of \$379.00 (10,794 – 11,173) Student’s balance after refund would be \$0.</p>	<p>Tuition \$7,224 <u>Mandatory Fees \$1613</u> Total Institutional Charges \$8,837</p> <p>Parking - \$347 <u>Health Insurance Fee: \$1,610</u> Total “Other Allowable Educationally Related Charges:” \$1,957</p> <p>Federal Sub Loan - \$5,500 Federal Unsub Loan - \$2,000 Federal Pell Grant - \$3173 <u>Federal FSEOG Grant - \$500</u> Total Title IV Aid - \$11,173</p> <p>Student would get a refund of \$2,336 (8,837 – 11,173) Student’s balance after refund would be \$1,957 and due by next published due date. Students who decline will have registration holds placed on their accounts until their other allowable educationally related charges are paid.</p>