

# Collecting Financial Terms & Conditions and the Title IV Authorization



Northern Arizona University  
Student & Departmental Account Services



# Financial Terms & Conditions

- An NAU Student Financials PeopleSoft Modification with Authorization from Student Records/Registrar.

Once eligible to enroll students search for courses within Self Service.

The screenshot displays the 'Louie LumberJack' user interface. At the top, the user's name 'Louie LumberJack' is shown next to a 'go to ...' dropdown menu. Below this are four main navigation tabs: 'Search', 'Plan', 'Enroll', and 'My Academics'. Under the 'Search' tab, there are sub-links for 'my class schedule', 'add', 'drop', 'swap', 'edit', and 'term information'. The 'Add Classes' section is active, indicated by a '1' in a box. The first step is '1. Select classes to add'. A text block explains that users should select a term and click 'Change' to proceed to step 2 of 3. Below this, the current selection is 'Fall 2015 | Undergraduate | Northern Arizona University', with a 'change term' button. A legend identifies icons for 'Shared Unique Number (SUN)', 'Open', 'Closed', and 'See Reserved Seats'. On the left, the 'Add to Cart' section includes an 'Enter Class Nbr' input field with an 'enter' button. Below that, the 'Find Classes' section has a 'Class Search' radio button and a 'search' button circled in red. A 'jacks scheduler' button is also present. On the right, the 'Fall 2015 Shopping Cart' is shown as empty with the message 'Your enrollment shopping cart is empty.'

Upon finding the desired course the student then selects to add it to their shopping cart.

**Louie LumberJack** go to ...

Search Plan Enroll My Academics  
my class schedule add drop swap edit term information

### Add Classes

1 2 3

[Shopping Cart](#)  
 Your shopping cart is empty.

Northern Arizona University | Fall 2015

The following classes match your search criteria Course Subject: **Accounting**, Show Open Classes Only: **Yes**, Campus: **Flagstaff Mountain**

Shared Unique Number (SUN)
 Open
 Closed
 See Reserved Seats

NEW SEARCH
MODIFY SEARCH

**class section(s) found**

ACC 205 - INTRODUCTION TO BUSINESS LAW									
Section Session	Class	Days & Times	Room	Instructor	Meeting Dates	Campus	Available Seats	Status	SUN
<a href="#">007-LEC Mtn Reg</a>	5731	TuTh 5:30PM - 6:45PM	W.A.FrankeCollBusiness, Rm 202	Staff	08/31/2015 - 12/18/2015	Flagstaff Mountain	1	<input checked="" type="radio"/>	select

ACC 255 - PRINCIPLES OF ACCOUNTING: FINANCIAL									
Section Session	Class	Days & Times	Room	Instructor	Meeting Dates	Campus	Available Seats	Status	SUN
<a href="#">016-LEC Mtn Reg</a>	18989	MoWe 5:30PM - 6:45PM	W.A.FrankeCollBusiness, Rm 346	Rebecca Hickman	08/31/2015 - 12/18/2015	Flagstaff Mountain	4	<input checked="" type="radio"/>	select

Initial confirmation of their course selection is done by clicking the Next button as shown.

**Louie LumberJack**  

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

[my class schedule](#) | [add](#) | [drop](#) | [swap](#) | [edit](#) | [term information](#)

### Add Classes

1 2 3

#### 1. Select classes to add - Enrollment Preferences

Fall 2015 | Undergraduate | Northern Arizona University

#### ACC 205 - INTRO TO BUSINESS LAW

**Class Preferences**

ACC 205-007    Lecture    ● Open    Permission Nbr

Session    Mountain Regular Session    Grading    Letter

Career    Undergraduate    Units    3.00

**Enrollment Information**

- FYLI Certified

Section	Component	Days & Times	Room	Instructor	Start/End Date
007	Lecture	TuTh 5:30PM - 6:45PM	W.A.FrankeCollBusiness, Rm 202	Staff	08/31/2015 - 12/18/2015

**NOTES**

**Class Notes**    - Web Content Course: Web Access and NAU email account required. Meeting times and bldg/rm will be specified.

Once the course is in their shopping cart they proceed through the enrollment steps.

**Louie LumberJack** go to ...

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

### Add Classes

1 2 3

#### 1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

✓ ACC 205 has been added to your Shopping Cart.

Fall 2015 | Undergraduate | Northern Arizona University change term

**Add to Cart:**

Enter Class Nbr  
 enter

Find Classes  
 Class Search

search

jacks scheduler

Fall 2015 Shopping Cart						
Delete	Class	Days/Times	Room	Instructor	Units	Status
	<a href="#">ACC 205-007 (S731) Flagstaff Mountain</a>	TuTh 5:30PM - 6:45PM	W.A.FrankeCollBusiness, Rm 202	Staff	3.00	<span style="color: green;">●</span>

**FINISH ENROLLING** in the classes listed above by proceeding to **STEP 2** of the enrollment process (click on the green button below).

PROCEED TO STEP 2 OF 3

The student is then introduced to the Financial Terms and Conditions. Details of the agreement are provided within the link and they must check the box indicated to finalize enrollment in the first course added each semester.

**Louie LumberJack** go to ...

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

### Add Classes

1 2 3

## 2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

Fall 2015 | Undergraduate | Northern Arizona University

Shared Unique Number (SUN) Open Closed See Reserved Seats

Class	Description	Days/Times	Room	Instructor	Units	Status
ACC 205-007 (5731) Flagstaff Mountain	INTRO TO BUSINESS LAW (Lecture)	TuTh 5:30PM - 6:45PM	W.A.FrankeCollBusiness, Rm 202	Staff	3.00	

I have read and accept the Financial Terms and Conditions: [TERMS and CONDITIONS](#)

**You must accept the Terms and Conditions before you can finish enrolling.**

# Terms and Conditions open in a new browser window when clicked.

<b>Northern Arizona University</b>	
<b>Enrollment Terms and Conditions</b>	
Louie LumberJack	1234567
<b>NAU Enrollment Terms and Conditions</b>	
<b>IMPORTANT INFORMATION REGARDING FINANCIAL TERMS AND CONDITIONS OF ATTENDANCE</b>	
Registering for classes through this web site represents my electronic signature and agreement to be bound by the applicable financial terms and conditions of attendance, including my agreement to be financially responsible to Northern Arizona University (the University) for payment of all tuition, fees, room and board charges and related costs that are added to my student account. I further agree to pay any fees, fines or penalties that are added to my student account which are related to my attendance at the University during this period.	
<b>AGREEMENT TO ACCEPT FINANCIAL TERMS AND CONDITIONS OF ATTENDANCE</b>	
<b>General Provisions</b>	
-My student account reflects a balance I owe for educational services obtained from and the associated costs of attending Northern Arizona University.	
-The University is an institution of higher education. As such, all or a portion of my student account is considered to be an educational loan offered for the sole purpose of financing an education and is not dischargeable in bankruptcy proceedings.	
-This Agreement will be in effect until I have fulfilled all financial obligations to the University and the University has terminated this agreement.	
-I authorize Northern Arizona University and its agents, representatives, attorneys and contractors (including collection agencies) to contact me through my mobile phone, home phone and email, including by way of text and automated message calls, for purposes of collecting any portion of my student financial obligation which is past due.	
<b>Repayment</b>	
-I promise to pay the University the principal, and any late fees, fines or penalties by the due dates stated on my student account and in applicable University catalogs and/or websites.	
-If payment is made by check and the check is returned, I agree that a fee of \$30 for a returned check will be charged to my student account.	
-If I expect financial aid to pay all or part of my financial obligations to the University, I understand that it is my responsibility to meet all requirements for disbursement to my student account. I authorize the University to use the financial aid to pay for all education costs charged to my student account for my entire period of enrollment or attendance at the University.	
-I understand that it is my responsibility to ensure that all requirements of grantors, lenders, employers and other third party payers are met on a timely basis.	
-I understand that despite my expectations for payment from financial aid or other sources that I am ultimately responsible for all charges incurred.	
-I understand that my financial aid may be adjusted due to eligibility. I agree to pay back to the University any amounts that I am not eligible for under applicable financial aid guidelines.	
<b>Late Fees</b>	
-If I fail to pay my student account, I understand the University will charge the following late fees.	
<b>Past Due Amount Late Fee</b>	
\$20- \$50 \$5	
\$50.01 - \$100 \$15	
\$100.01 - \$500 \$25	
\$500.01 - \$1,000 \$35	
\$1,000.01 and above \$50	
<b>Default</b>	
I will be in default if any of following happens:	
-I break any promise made to the University or fail to perform promptly at the time and in the manner provided in my housing plan, meal plan, or tuition plan agreement with the University or fail to pay other charges, including but not limited to, parking fees or fines, Fronske charges, or financial aid adjustments that post to my student account by the due date on the bill.	
<b>Rights of NAU under default</b>	
If there is an event of default, the University may exercise any remedy allowed by law, including one or more of the following, without notice or demand (except as required by law):	
-The University may declare the principal balance plus any late fees, fines or penalties immediately due and payable in full.	
-The University may hire or pay a third-party to collect the debt. I agree to reimburse the university the fees of any collection agency, which may be based on a percentage at a maximum of 30% of the debt.	
<b>Collections</b>	
-I will pay the University all costs of collection, including without limitations, reasonable attorney fees, whether or not there is a lawsuit. If not prohibited by applicable law, I will also pay any court costs, in addition to all other sums provided by law.	
<b>Withdrawal</b>	
-I understand that I must abide by the official University policies regarding withdrawal from the University. Withdrawal from the University, whether voluntary or at the request of the University, does not exempt me from payment in full for charges incurred while attending the University.	
<b>Jurisdiction</b>	
-For purposes of collection of amounts owed by me to the University, I consent to the jurisdiction of the courts of the state of Arizona, Coconino County.	
<b>Withhold Transcripts, Diploma, Grades</b>	
The University may withhold my official transcript, diploma, or grades until all my financial obligations have been met.	
<b>Prevent Future Registration</b>	
The University may prevent future registration until all my financial obligations have been met.	
<b>Credit Bureau Reporting</b>	
I understand that failure to pay my student account may result in the University filing an adverse report with credit bureaus.	

Once the student checks the box the page refreshes and they are presented with the *Finish Enrolling* button.

**Louie LumberJack** go to ...

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

### Add Classes

1 2 3

## 2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

Fall 2015 | Undergraduate | Northern Arizona University

Shared Unique Number (SUN) Open Closed See Reserved Seats

Class	Description	Days/Times	Room	Instructor	Units	Status
ACC 205-007 (5731) Flagstaff Mountain	INTRO TO BUSINESS LAW (Lecture)	TuTh 5:30PM - 6:45PM	W.A.FrankeCollBusiness, Rm 202	Staff	3.00	

I have read and accept the Financial Terms and Conditions: [TERMS and CONDITIONS](#)

Upon adding subsequent courses within the same semester the student no longer is forced to check the box to complete enrollment. The link does remain active, giving them the option to review the Terms and Conditions.

**Louie LumberJack**

Search Plan Enroll My Academics

my class schedule || add || drop || swap || edit || term information

### Add Classes

1 2 3

## 2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

Fall 2015 | Undergraduate | Northern Arizona University

Shared Unique Number (SUN) Open Closed See Reserved Seats

Class	Description	Days/Times	Room	Instructor	Units	Status
ADV 408-001 (2643) Flagstaff Mountain	FIELDWORK EXPERIENCE (Lecture)		Communication, Rm 301	L. Mitchell	1.00	

I have read and accept the Financial Terms and Conditions: [TERMS and CONDITIONS](#)

CANCEL PREVIOUS FINISH ENROLLING

Administrative users then have the ability to review when students agreed to the Terms and Conditions by term.

 **NORTHERN ARIZONA UNIVERSITY**

Favorites | Main Menu > Student Financials > Collections > Terms and Conditions History

**NAU Terms & Conditions History**

### NAU Enrollment Terms and Conditions History

Louie LumberJack 1234567

	<a href="#">Academic Career</a>	<a href="#">Academic Institution</a>	<a href="#">Term</a>	<a href="#">Approved</a>	<a href="#">DateTime of Terms Approval</a>	<a href="#">Approver's Oper ID</a>
1	Undergrad	NAU00	1144	Y	04/28/14 8:32:56.000000PM	LU15
2	Undergrad	NAU00	1147	Y	04/28/14 7:55:22.000000PM	LU15
3	Undergrad	NAU00	1151	Y	11/06/14 1:35:14.000000PM	LU15
4	Undergrad	NAU00	1154	Y	04/01/15 10:22:15.000000AM	LU15
5	Undergrad	NAU00	1157	Y	07/20/15 4:17:27.000000PM	LU15

[Return to Search](#) [Notify](#)

# Title IV Authorization

- Delivered PeopleSoft functionality to present and retain permission
- Permission Form is then referenced by individual Charge Priority Lists
- PeopleSoft modification required to account for shortfall in delivered functionality's calculating of the \$200 limit (Plenty of info on HEUG regarding these details)

Users access their Student Permissions from within the *other financial...* drop down menu.

The screenshot displays the LOUIE Student Center interface. The top navigation bar is dark blue with the text "LOUIE Student Center". Below this, the "Academics" section is expanded, showing a search bar with "other academic..." and a "SEARCH FOR CLASSES" button. The "This Week's Schedule" table lists four classes:

	Class	Schedule
	ME 252-001 LEC (1824) Flagstaff Mountain	TuWeTh 10:35AM - 12:05PM Engineering, Rm 224
	ME 252R-001 REC (2105) Flagstaff Mountain	Tu 2:55PM - 4:25PM Engineering, Rm 314
	ME 291-001 LEC (1825) Flagstaff Mountain	TuWeTh 1:10PM - 2:40PM Engineering, Rm 224
	ME 291R-001 REC (2106) Flagstaff Mountain	We 2:55PM - 4:25PM Engineering, Rm 314

The "Finances" section is also expanded, showing "My Account" and "Financial Aid" links. The "Account Summary" box displays "You owe 894.00." with a "make a payment" button. The "other financial..." dropdown menu is open, and "View Student Permissions" is highlighted with a red box and a red arrow pointing to it.

**Academics**

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)  
[Jacks Planner](#)

other academic... ▾

**SEARCH FOR CLASSES**

**This Week's Schedule**

	Class	Schedule
	ME 252-001 LEC (1824) Flagstaff Mountain	TuWeTh 10:35AM - 12:05PM Engineering, Rm 224
	ME 252R-001 REC (2105) Flagstaff Mountain	Tu 2:55PM - 4:25PM Engineering, Rm 314
	ME 291-001 LEC (1825) Flagstaff Mountain	TuWeTh 1:10PM - 2:40PM Engineering, Rm 224
	ME 291R-001 REC (2106) Flagstaff Mountain	We 2:55PM - 4:25PM Engineering, Rm 314

**Finances**

**My Account**  
[Account Inquiry](#)  
[View Invoices](#)  
[Enter/Edit Direct Deposit](#)  
[View 1098T Forms](#)  
[Enroll in Payment Plan](#)

**Financial Aid**  
[View Financial Aid](#)  
[Accept/Decline Awards](#)  
[Federal Work Study Eligibility](#)

**Account Summary**

**You owe 894.00.**

- Due Now 0.00
- Future Due 894.00

Currency used is US Dollar.

[make a payment](#)

other financial... ▾

- Account Activity
- Charges Due
- Payments
- Pending Financial Aid
- View Student Permissions**
- other financial...

**Holds**  
No Holds.

**To Do List**  
No To Do's.

**Milestones**  
No Milestones

**Advisor**  
Mechanical Engineering Advisor  
Timothy Becker Fac Mentor  
[details](#)

**Health and Meal Plans**  
[Purchase Health Plan/Insurance](#)  
[Purchase or Change Meal Plan](#)

**Resources**  
[Advising Contacts](#)  
[NAU Bookstore](#)  
[BbLearn Web Course Management](#)

Any permissions already on file will be displayed. If there are permissions not yet agreed to the student will have the opportunity to *Grant Permissions*.

Louie LumberJack  

Account Inquiry	Account Services
enroll in payment plan	student permission

### Student Permissions

 No student permission information on file.

**Click the button to the right to get started!**  [GRANT PERMISSIONS](#)

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[Account Inquiry](#) [Account Services](#)  
[Enroll In Payment Plan](#) [Student Permission](#)



At NAU we use only one permission form, the TIV AUTH. The grid shown would allow for the radio button to be selected next to a particular permission form and the text box below would provide the detail.

Louie LumberJack  

**Student Permissions**   

### 1. Select Permission Form

Select a permission form and click next to continue with the agreement process or click cancel.

Permission Form	Description
<input checked="" type="radio"/> TIV AUTH	I authorize NAU to apply my federal Title IV student aid to pay miscellaneous charges on my student account. If I do not grant this authorization, I understand I must pay such charges using non-Title IV funds (e.g., cash, check, or credit card).

IF YOU ARE RECEIVING FINANCIAL AID PLEASE READ AND TAKE APPROPRIATE ACTION.  
NO ACTION IS REQUIRED IF YOU ARE NOT A FINANCIAL AID RECIPIENT.

As a recipient of federal Title IV student aid, you have options on how your aid is applied to your student account. Based on federal regulations, Northern Arizona University (NAU) will apply your aid first to current term tuition, mandatory fees, housing and meal charges contracted with the university.

NAU is required to obtain your authorization to apply remaining Title IV funds to current and prior term and year charges, including, yet not limited to parking fines and fees, department fees, printing charges, library fines and fees, late fees or health center charges.

You may grant or rescind this authorization at any time. Changes must be submitted in writing using the official Title IV Authorization Decline/Rescind form available from Student & Departmental Account Services (SDAS). For processing the form must be submitted to SDAS at Northern Arizona University and the change will become effective on the date the written notification is received and cannot be applied retroactively. If you do not submit this agreement electronically, we must assume you have not agreed to the authorization.

For questions about the authorizations, contact SDAS at (866)234-6153.

For questions about your financial aid, contact Scholarships and Financial Aid at (855)628-6333.

Upon clicking *Next* on the prior screen the student is then asked to agree to the particular permission form.

The screenshot shows a web interface for a student named Louie LumberJack. At the top, there is a 'go to ...' dropdown menu with a double arrow icon. Below this is the section header 'Student Permissions' with a progress indicator showing three steps, with the second step (2) highlighted. The main heading is '2. Permission Form Agreement' followed by 'Title IV Authorization'. The text of the agreement reads: 'I authorize NAU to apply my federal Title IV student aid to pay miscellaneous charges on my student account. If I do not grant this authorization, I understand I must pay such charges using non-Title IV funds (e.g., cash, check, or credit card)'. Below the text, it states 'The agreement is dated: 07/20/2015'. There is a checkbox labeled 'Yes, I have read the agreement' which is highlighted in yellow and has a red arrow pointing to it. At the bottom, there are three buttons: 'CANCEL', 'PREVIOUS', and 'SUBMIT'. The 'SUBMIT' button is circled in red. At the very bottom, there is another 'go to ...' dropdown menu with a double arrow icon.

Once they select *Submit* on the prior page the user is shown a confirmation of their selection.

The screenshot displays a user interface for a user named Louie LumberJack. At the top right, there is a search bar labeled "go to ..." with a dropdown arrow and a double-right arrow icon. Below this, the text "Student Permissions" is followed by a horizontal line and three numbered tabs: "1", "2", and "3", where "3" is highlighted. The main heading is "3. Student Permission Confirmation". A green message box with a checkmark icon contains the text "Your permission form has been accepted.". Below the message box is a green button labeled "VIEW STUDENT PERMISSION". At the bottom of the interface, there is another search bar labeled "go to ..." with a dropdown arrow and a double-right arrow icon.

At that point they can always review the various permissions they granted within Self Service. The links to the detailed explanation also remain active.

**Louie LumberJack** go to ...

[Account Inquiry](#) [Account Services](#)  
[enroll in payment plan](#) [student permission](#)

### Student Permissions

Below is a list of assigned permissions. To read the entire agreement, select the Display Student Agreement link

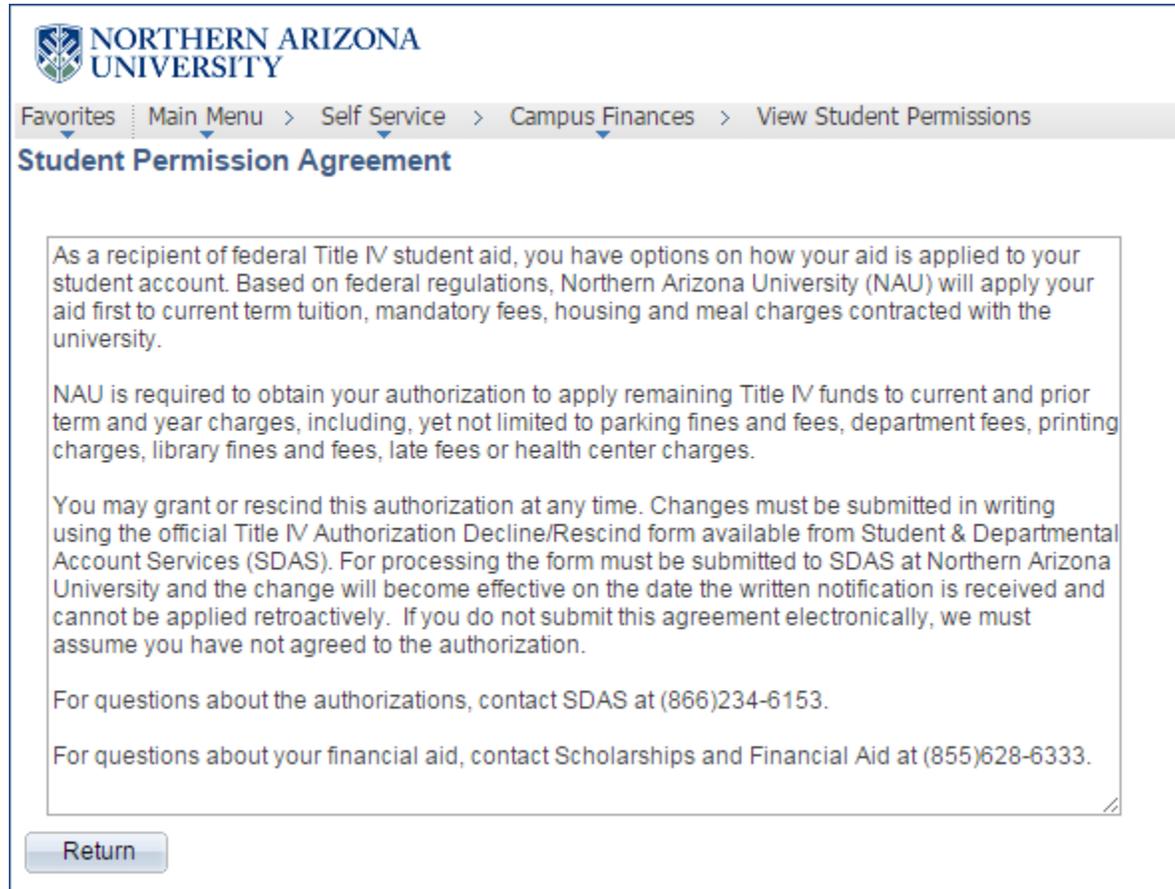
Permission Form	Description
TIV AUTH	I authorize NAU to apply my federal Title IV student aid to pay miscellaneous charges on my student account. If I do not grant this authorization, I understand I must pay such charges using non-Title IV funds (e.g., cash, check, or credit card).

[Display Student Agreement](#)

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[Account Inquiry](#) [Account Services](#)  
[Enroll In Payment Plan](#) [Student Permission](#)

Detailed provided when the link on the prior page is clicked.



The screenshot shows the Northern Arizona University website interface. At the top left is the NAU logo and name. A navigation breadcrumb trail reads: Favorites | Main Menu > Self Service > Campus Finances > View Student Permissions. Below this is the page title "Student Permission Agreement". The main content area contains four paragraphs of text explaining Title IV aid application, authorization requirements, and contact information. A "Return" button is located at the bottom left of the content area.

**NORTHERN ARIZONA UNIVERSITY**

Favorites | Main Menu > Self Service > Campus Finances > View Student Permissions

### Student Permission Agreement

As a recipient of federal Title IV student aid, you have options on how your aid is applied to your student account. Based on federal regulations, Northern Arizona University (NAU) will apply your aid first to current term tuition, mandatory fees, housing and meal charges contracted with the university.

NAU is required to obtain your authorization to apply remaining Title IV funds to current and prior term and year charges, including, yet not limited to parking fines and fees, department fees, printing charges, library fines and fees, late fees or health center charges.

You may grant or rescind this authorization at any time. Changes must be submitted in writing using the official Title IV Authorization Decline/Rescind form available from Student & Departmental Account Services (SDAS). For processing the form must be submitted to SDAS at Northern Arizona University and the change will become effective on the date the written notification is received and cannot be applied retroactively. If you do not submit this agreement electronically, we must assume you have not agreed to the authorization.

For questions about the authorizations, contact SDAS at (866)234-6153.

For questions about your financial aid, contact Scholarships and Financial Aid at (855)628-6333.

[Return](#)

Administrative users also have access to see any permissions stored for a student via a per student lookup from the Student Financials module.

 **NORTHERN ARIZONA UNIVERSITY**

**LOUIE - Campus Solutions**

Home | Worklist | Add to Favorites | Sign out

Favorites | Main Menu > Student Financials > View Student Permissions

New Window ? Help

### View Student Permissions

Louie LumberJack 1234567

Personalize | Find | First 1 of 1 Last

	<a href="#">Waiver Form</a>	<a href="#">Effective Date</a>	<a href="#">Status as of Effective Date</a>	<a href="#">Description</a>	<a href="#">Last Updated</a>	<a href="#">Name</a>	<a href="#">Last Updated Date/Time</a>
1	TIV AUTH	07/21/2015	Active	I authorize NAU to apply my federal Title IV student aid to pay miscellaneous charges on my student account. If I do not grant this authorization, I understand I must pay such charges using non-Title IV funds (e.g., cash, check, or credit card).	1234567	Louie LumberJack	7/20/2015 4:45 PM

Save Return to Search

The permission forms themselves are created within Set Up SACR at the menu navigation shown below.

**NORTHERN ARIZONA UNIVERSITY** **LOUIE - Campus Solutions** Home

Favorites Main Menu > Set Up SACR > Product Related > Student Financials > Charges and Payments > Student Permission Forms

### Permission Forms

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value Add a New Value

Search Criteria

SetID: = NAU00

Permission Form: begins with TIV AUTH

Include History  Correct History

Search Clear Basic Search Save Search Criteria

### Search Results

View All First 1 of 1 Last

SetID	Permission Form
NAU00	TIV AUTH

Find an Existing Value | Add a New Value

As mentioned NAU only uses the one Permission Form, that of Title IV authorization of excess funds.

The screenshot displays the 'LOUIE - Campus Solutions' interface for Northern Arizona University. The breadcrumb trail indicates the path: Home > Student Permission Forms > Charges and Payments > Student Financials > Product Related > Set Up SACR > Main Menu > Favorites. The main heading is 'Permission Form'. The form details are as follows:

- SetID: NAU00
- Permission Form: TIV AUTH

A table below the details shows one record with the following fields:

Field	Value
*Effective Date:	01/01/2014
*Status:	Active
*Description:	Title IV Authorization
*Short Description:	TIV AUTH
Long Description:	I authorize NAU to apply my federal Title IV student aid to pay miscellaneous charges on my student account. If I do not grant this authorization, I understand I must pay such charges using non-Title IV funds (e.g., cash, check, or credit card).

At the bottom of the form, there is a checkbox labeled 'Enable for Self Service' which is checked. The bottom navigation bar includes buttons for 'Save', 'Return to Search', 'Notify', 'Add', and 'Update/Display'. A pagination control at the top right of the table area shows '1 of 1' records, with navigation arrows and a red circle highlighting the '1 of 1' text.

Individual Charge Priority Lists are then able to reference a student's permission form data on file when posting funds to their customer account and pay allowable charges accordingly. Again, there is a modification required for the system to properly recognize the \$200 limit.

**NORTHERN ARIZONA UNIVERSITY** **LOUIE - Campus Solutions** Home

Favorites Main Menu > Set Up SACR > Product Related > Student Financials > Charges and Payments > Charge Priority List

Charge Priority List Details

SetID: NAU00 Charge Priority List: F-ALL+P

Effective Date: 01/01/2014 Status: Active Maximum Permission Amount: 200.00

Permission Form: TIV AUTH Title IV Authorization  Use Aid Year

\*Tree Node ACCOMPANIST FEE \*Priority: 460

Current Term: Permission Amount: USD

Prior Term: Permission Amount: USD

Prior Year: Permission Amount: 200.00

Future Term: No Amount: USD

\*Tree Node APP\_FEES \*Priority: 150

Current Term: Yes Amount: USD

Prior Term: Yes Amount: USD

Prior Year: Yes Amount: 200.00

Future Term: No Amount: USD