

Bloomsburg University

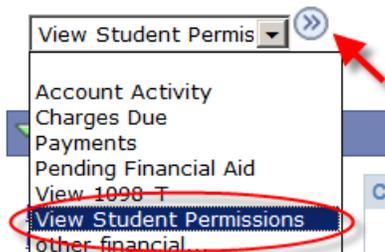
University Store Charges using Excess Financial Aid

Financial Aid available from January 13 through January 26, 2013

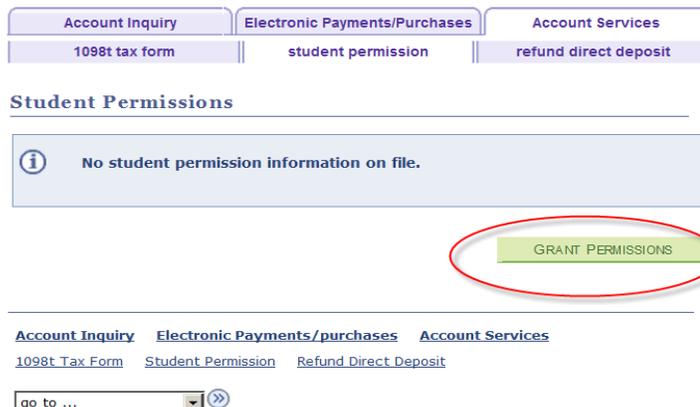
A new process for students to purchase textbooks and other course-related materials at the University Store using excess financial aid is now available. If you have pending Financial Aid in excess of the charges on your account for tuition and fees, and you grant permission in ISIS to use this excess aid to pay University Store charges, you can use your student ID to purchase textbooks and course-related materials up to \$600. This process replaces the CGA Emergency Book Loans. No cash back will be given at the time of purchase.

In order to grant permission in ISIS, do the following:

1. Log into your ISIS account.
2. Under the Finances section, click View Student Permissions, then click the arrows.



3. Click on Grant Permissions.



4. Read the statement regarding Title IV Financial Aid funds, make sure the PAYBALANCE button is filled in PAYBALANCE , and click NEXT.

Student Permissions 1 2 3

1. Select Permission Form

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

This may result in an outstanding balance on your student account and cause late charges to be assessed.

You are not required to give authorization but if so, you may rescind the authorization at any time in person at the financial aid office during normal business hours. Once the authorization is signed the Secretary of Education considers the initial authorization to continue to be valid for future years so long as the University notifies the student/parent in subsequent years before applying the Title IV financial aid to the student's account.

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

Permission Form	Description
<input checked="" type="radio"/> PAYBALANCE	I hereby grant permission to allow restricted payments, such as Title IV Financial Aid funds to pay charges on my student account. This includes University Bookstore charges and balances in terms other than current.

5. Click on the box next to "Yes, I have read the agreement" and click Submit.

Student Permissions 1 2 3

2. Permission Form Agreement

I authorize the university to retain in my account any excess Title IV financial aid funds and apply them toward any charges that may appear on my account for the academic year.

I hereby grant permission to allow restricted payments, such as Title IV Financial Aid funds to pay charges on my student account. This includes University Bookstore charges and balances in terms other than current.

The agreement is dated: 05/09/2012

Yes, I have read the agreement

You have now granted the necessary permission. Completing this process now will ensure your records will take 24 hours to be transferred to the University Store. Permission only needs to be granted once as it remains in effect until revoked.

If you have excess financial aid available, you will be able to use your student ID to purchase course related materials, up to \$600, at the University Store. The University Store charges will be placed on your student account prior to the Financial Aid disbursement. If you still have a credit balance on your account after all charges are paid, a refund will be issued to you within 14 days after disbursement. In order to expedite your financial aid refund, please sign up for direct deposit.

[Click here to log on to ISIS](#)