

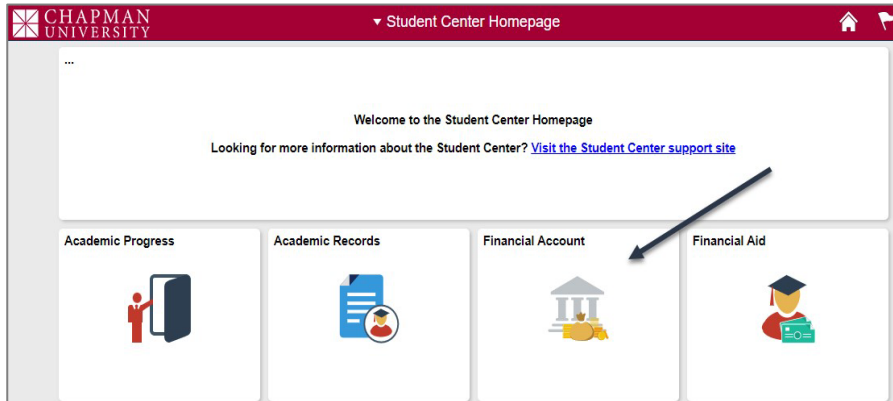


Student Business Services

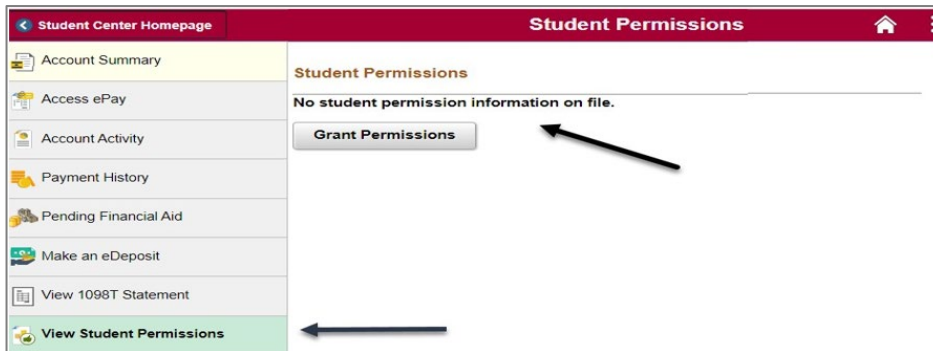
How to Accept a Student Permission Form

This tutorial covers how to authorize the application of title IV Federal financial aid to administrative charges on your student account.

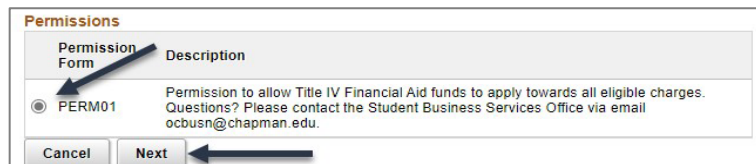
1. Login to the [Student Center](#) and click on the **Financial Account** tile.



2. Click **View Student Permissions** on the left in the expanded box and then click **Grant Permissions**.



3. Read the agreement, verify the permission form has been selected, and click **Next**.





Student Business Services

How to Accept a Student Permission Form

This tutorial covers how to authorize the application of title IV Federal financial aid to administrative charges on your student account.

- Permission Form Agreement** - If you agree to allow title IV financial aid to apply toward any charges on your student account, click **'Yes, I agree'** and click **Submit**. If you do not agree, click Cancel to exit the student permission process.

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.

Permission to allow Title IV Financial Aid funds to apply towards all eligible charges.
Questions? Please contact the Student Business Services Office via email ocbusn@chapman.edu.

The agreement is dated 02/25/2022.

Yes I agree.

Cancel Previous Submit

- Student Permission Confirmation:** This is a one-time agreement and will remain in effect as long as you have an account with Chapman University or until you request to change the status.

Your permission form has been accepted.

OK

- Once you have received the confirmation notice, you will be able to see the Permissions Granted.

Student Center Homepage Student Permissions

Account Summary
Access ePay
Account Activity
Payment History
Pending Financial Aid
Make an eDeposit
View 1098T Statement
View Student Permissions

Student Permissions

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

[Display Student Agreement](#)

Permissions

Permission Form	Description
PERM01	Permission to allow Title IV Financial Aid funds to apply towards all eligible charges. Questions? Please contact the Student Business Services Office via email ocbusn@chapman.edu .