



North Park University
Authorization to Hold a Federal Parent PLUS Loan Credit Balance

A federal Parent PLUS Loan credit balance is created when the amount of aid, payments, and parent loan on a student's account is greater than the amount of charges assessed to the student's account. On the Parent PLUS Loan Application, you, the parent, have designated that you would like to receive any excess money in a refund check.

North Park University will automatically issue a refund check to you, the parent, for the credit amount on the student's account UNLESS you contact Student Administrative Services to request that his/her credit remain on his/her account to pay for future charges.

By signing this form, you are authorizing North Park University to hold your Parent PLUS Loan credit to your student's account. Your account will be coded, "Do Not Refund" once this form has been received by Student Administrative Services, and will remain in that status for the student's entire tenure at North Park University.

Should you wish to receive your credit balance, at a later date, as these funds to which you are entitled, you must submit your request, in writing, to Student Administrative Services. Your request can be sent to financialaid@northpark.edu or:

North Park University
Financial Aid Office
3225 West Foster Ave., Box 9
Chicago, Illinois 60625

Once your written request has been received, your account will be updated and a refund check will be issued.

Authorization

I voluntarily authorize North Park University to hold and manage my Parent PLUS Loan credit balance on my student's account, as described above.

Student Name

Student ID

Parent Signature

Date