



PARK
UNIVERSITYSM

Work Study Authorization Form

Student Name: _____

Student ID: _____

I authorize Park University to post my work study earnings to my Park University student account to be applied to direct charges on my student bill. I understand that in order to receive the amount of work study funding awarded to me, I must work at least 15 hours per week.

I understand that federal work study wages can only be applied to current charges and that I am responsible to pay any past due balance from a prior academic year directly to Park University.

I also understand that I have a choice in how my work study funding is paid to me: I can choose to have my paycheck be direct deposited to my personal bank on a bi-weekly basis through the payroll office or I can choose to have my earned work study wages applied to direct charges on my Park U student bill. In addition, I understand I have the right to change my mind and opt out of having my paycheck applied directly to my student bill at any time however I may only opt back in once per term.

Place your initials in the box below to select your option

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I authorize Park University to apply my work study earnings to direct charges on my Park Student Bill

In the event my wages are less than the dollar amount requested below, Park will apply the available wage amount, rounded to the nearest dollar, to my student bill.

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I prefer to have my work study funding paid directly to me on a bi-weekly basis, I understand that I am responsible for having my Park U student account paid in full by the end of each term.

If you have elected to have your work study funding applied to your Student Bill please choose an amount to withhold and post to your student bill.

Fixed Dollar Amount Option

I would like the following

dollar amount to be applied to my bill each payroll.

Student Signature

Date