TITLE IV BOOK ADVANCE

Application must be received by the Bursar’s Office by August 4, 2017

Mercer advances book funds upon request to Title IV recipients meeting the following criteria:

- Title IV aid must create a credit over and above the cost of tuition and fees, housing, and meals (Title IV funds will show as “Federal” on your student bill.)
- All financial aid documentation must be completed, and aid must be eligible to be disbursed, no later than ten (10) days before the start of the term
- Students must be enrolled at least half-time in a credit program
- The amount of advance cannot exceed the amount of the credit, or $600 per term, without supporting documentation to show why additional funds are necessary.

If you meet the above criteria, select one option below and sign to acknowledge your understanding.

☐ Advance $___________ to my Bear Card***
   (Processing time: same business day, if received before 4:00 p.m.)

☐ Advance $___________ to me according to my pre-selected refund choice. I understand that it is my responsibility to ensure my mailing address and/or banking information is accurate and up-to-date.
Direct Deposit sent ACH or Check Mailed to Student (Processing Time: 5-10 business days)

- OR -

BEAR CARD REQUEST

View Approved Locations at www.bearcardoffice.com

To advance excess Financial Aid funds to your Bear Card for the purchase of books and supplies, select the option below and sign to acknowledge your understanding.

Advance $___________ to my Bear Card account for the purchase of books.***

I understand the following:

- Money transferred to my Bear Card is NON-REFUNDABLE except upon graduation or withdrawal from Mercer University.
- The Bear Card can only be used at approved locations*. Bear Card funds cannot be withdrawn through a bank ATM.
- If I lose eligibility for financial aid or withdraw from Mercer University, I am liable for all balances owed.
- The amount of advance cannot exceed the amount of the credit, or $600 per term, without supporting documentation to show why additional funds are necessary.

***NOTE: University Bookstore will match Amazon and barnesandnoble.com prices.

I understand that these funds are to be used for books and supplies. I will be responsible for repayment of these funds in the event that I lose Title IV eligibility or withdraw from the University.

Name__________________________________________ Student ID#__________ Term__________

Signature________________________________________ Date________________________

email: bursar@mercer.edu

Macon Bursar Fax: (478)301-2663
Atlanta Bursar Fax: (678)547-6135
On-Campus: Ryals Hall (Macon) – Davis Building (Atlanta)