

Authorizing the University at Albany to use your financial aid to pay costs related to your attendance can be done quickly and easily through your MyUALbany account. It is only necessary to go through these steps once per academic career (e.g. undergraduate or graduate).

- 1) Log onto your MyUALbany account.
- 2) Click on the link below "Authorize Use of Financial Aid to Pay..."

- 3) Click on the box that says "I authorize the University at Albany to use my Federal* Financial Aid to pay my Other Charges..."
- 4) Choose Optional Charges, *if you wish*, (making note of what is covered by federal financial aid and what requires out-of-pocket payment), AND
- 5) Click on the "SAVE" box to complete the process.

Fall 2009 Name: Hello, Sheryl
 Term: 2099 Career: Graduate International: No

Authorize Use of Federal* Financial Aid to Pay Other Charges
 You may authorize the University to pay Other Charges you incur while attending UAlbany with your Federal* Financial Aid by checking the Authorization box below and selecting "Save". Other charges include:

- Health Center Charges
- Room Damage Charges
- SUNYCard Replacement Charges
- Outstanding Library Charges
- Student-Alumni Partnership Charge
- Optional Class Dues (See below for more info. You will not be charged for Class Dues unless you select them below.)

I authorize the University at Albany to use my Federal* Financial Aid to pay my Other Charges as indicated above. (Please remember to click on the "Save" button below.)
 You must notify the Student Services Center, CC G-26, in writing if you decide you no longer want your Financial Aid to be used to pay the charges you have authorized above.

Optional Charges that may not be covered by Federal* Financial Aid
 Do you want to support the Five Quad Ambulance Squad? Do you want to sponsor your class events and activities with Class Dues? When you elect an Optional Charge, you incur immediate financial liability.
 See the [Student Accounts](#) website for additional information.

OPTIONAL CHARGES for the Term		
Description	Amount	
<input type="checkbox"/> Class Dues **	3.00	(NOT REGISTERED FOR TERM)
<input type="checkbox"/> 5 Quad Ambulance Donation ***	5.00	(NOT REGISTERED FOR TERM)

** Covered by Financial Aid if selected here AND authorized above
 *** Not Covered by Financial Aid

All Charges checked and saved will appear on your next invoice.

Save

*See the [Financial Aid](#) website for a listing of Federal Financial Aid Programs.