

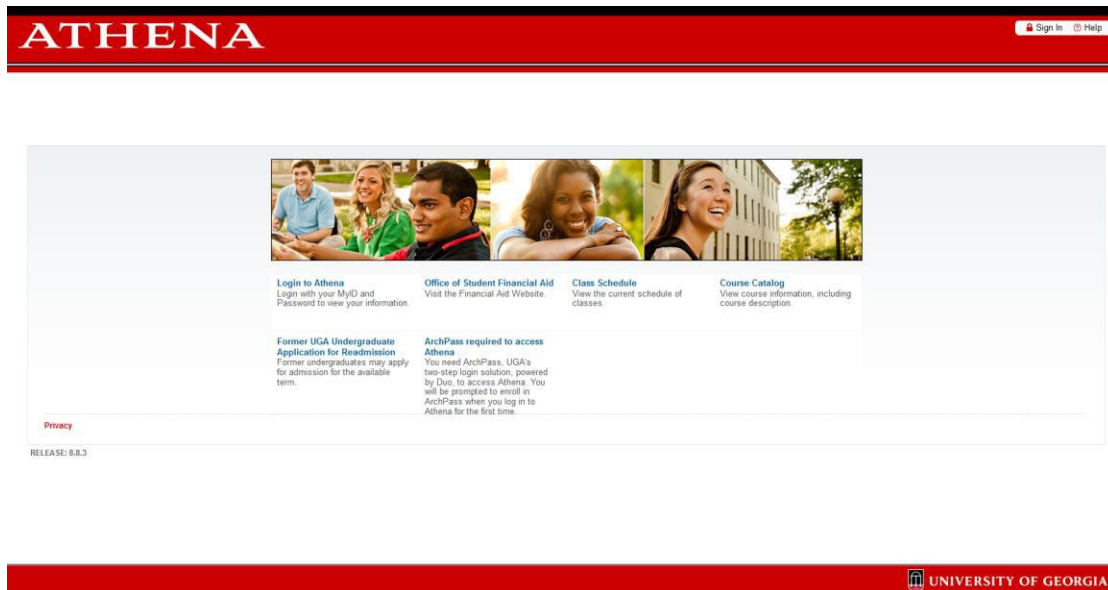
Aid Authorization

Students have the option to allow financial aid to pay non-tuition and fee charges on their student account. Without this authorization, non-institutional fees will not be covered by your financial aid. This could result in you receiving your refund while a balance remains on your account. Furthermore, leaving unpaid balances could result in late fees, schedule cancelation and/or holds on your registration. Unpaid balances are sent to collections should they become delinquent.

In order to give this permission, students must grant this authority in Athena. Please see instructions below.

How to Grant Permission to Pay

Log into Athena



The screenshot shows the Athena website interface. At the top is a red header with the word "ATHENA" in white serif font on the left and "Sign In Help" on the right. Below the header is a light blue banner featuring a collage of five diverse students smiling. Underneath the banner are six columns of text links:

- Login to Athena**: Login with your MyID and Password to view your information.
- Office of Student Financial Aid**: Visit the Financial Aid Website.
- Class Schedule**: View the current schedule of classes.
- Course Catalog**: View course information, including course description.
- Former UGA Undergraduate Application for Readmission**: Former undergraduates may apply for admission for the available term.
- ArchPass required to access Athena**: You need ArchPass, UGA's two-step login solution, powered by Duo, to access Athena. You will be prompted to enroll in ArchPass when you log in to Athena for the first time.

At the bottom left of the main content area, there is a "Privacy" link and the text "RELEASE: 8.8.3". At the bottom of the page is a red footer with the University of Georgia logo and the text "UNIVERSITY OF GEORGIA".

Select Student

ATHENA Sign Out Help

Welcome, _____ to the new Athena! Find a page...

Personal Information

Student

Financial Aid

Update addresses, contact information, and emergency contact information. View name change information and social security number change information.

View holds; Register; Access your student account; view your academic records

Apply for Financial Aid; Review your financial aid status and eligibility; Accept or decline any award offers; View loan applications.

[Privacy](#)

RELEASE: 8.8.3 SITE MAP

Select Student Account

Home > Student

Personal Information

Student

Financial Aid

Registration
Check your registration status, class schedule, and add or drop classes

Student Records
View your holds, grades and transcripts

Student Account
Fall 2018 Related Charges Due 1st Day of Class, August 13th

My Programs
View and change your majors, minors, certificates and areas of emphasis.

Apply to Graduate
Submit an application to graduate in a program.

View Graduation Application
View existing applications to graduate in a program.

Mandatory Fee Fact Sheets
View detailed information about mandatory student fees

[Privacy](#)

RELEASE: 8.7.2 SITE MAP

Select Permission to Pay

Home > Student > Student Account

Personal Information

Student

Financial Aid

Registration
Check your registration status, class schedule, and add or drop classes

Student Records
View your holds, grades and transcripts

Student Account
Fall 2018 Related Charges Due 1st Day of Class, August 13th

My Programs
View and change your majors, minors, certificates and areas of emphasis.

- Access Student Account
- Waive/Add Optional Fees
- Title IV: Intent to Register

- 1098T Authorization
- View Holds
- Mandatory Fee Fact Sheets

- **Permission to Pay**
- Clear Student Accounts Acknowledgement Hold

Apply to Graduate
Submit an application to graduate in a program.

View Graduation Application
View existing applications to graduate in a program.

Mandatory Fee Fact Sheets
View detailed information about mandatory student fees

Select Authorization Option and Submit.

Personal Information **Student** Financial Aid Find a page...

Permission to Pay

Home > Student > Student Account > Permission to Pay

Federal Financial Aid funds are automatically used to pay Tuition/Fees, Course and Lab Fees, Residence Hall Rent, Food Service Plans and Parking Permits. With your permission, the University may apply your financial aid award balance to your student account to pay other charges. Currently, "other" charges include fees for misc. housing, returned checks, parking permits, parking citations, reinstatement, and late fees. If you wish to allow the University to use your Federal Financial Aid to also pay these "other" student account charges, please grant authorization by completing the information below:

Pay Current Aid Year Non-Institutional Charges

By selecting Authorize, I understand that I am authorizing the University of Georgia to use my Federal Financial Aid to pay any outstanding charges on my student account for Current Aid Year. Financial aid may include Federal loans, grants, and scholarships. After the student account balance has been satisfied, any remaining financial aid balance will be disbursed in accordance with the University policy.

Current Status: Options:
Authorized

Pay Prior Aid Year Non-Institutional Charges Authorization

By selecting Authorize, I understand that I am authorizing the University of Georgia to use my Federal Financial Aid to pay any outstanding charges on my student account for Prior Aid Years up to \$200. Financial aid may include Federal loans, grants, and scholarships. After the student account balance has been satisfied, any remaining financial aid balance will be disbursed in accordance with the University policy.

Current Status: Options:
Authorized

Georgia's HOPE/ZELL Scholarship Program

Program regulations require students to authorize the use of HOPE/ZELL Scholarship funds to be applied to any charge that is not tuition. Occasionally, other aid or payments will apply to your tuition first and we need to obtain authorization that these scholarship funds may be used to cover other balances on your student account. Without this authorization, it is possible for charges other than tuition to not be paid, which could result in you receiving a refund while a balance remains on your account. Leaving unpaid balances could result in late fees and/or holds on your registration. If you are eligible for the HOPE/ZELL scholarship, and you wish to use any excess funds to cover other expenses, you must authorize the University of Georgia to apply your HOPE/ZELL award to pay for these charges. You may rescind this authorization at any time prior to incurring such payment of charges, but you may not cancel if once such payment of charges has been made on your behalf.

By selecting Authorize, I understand that I am authorizing the University of Georgia to apply HOPE/ZELL Scholarship funds to all charges in addition to tuition. These other charges include mandatory fees not covered by HOPE/ZELL, housing, meals, parking permits, course and lab fees, miscellaneous fees, fines, and any other expenses assessed on my student account.

Current Status: Options:
Authorized

I understand that authorization of payment does not guarantee that my student account balance will be paid in full. Any remaining balance must be paid by the appropriate due dates to avoid late fees, holds on my student record, and schedule cancellation.


This authorization will remain in effect until The University of Georgia, Student Accounts Department has received written notification to change the authorization.

If you wish to allow the University to use your Federal Financial Aid to also pay these "other" student account charges, please grant authorization and select "Submit." Authorization will take effect the day it is granted.

Verify Changes and Submit. Changes will be confirmed.

Verify Changes

Home > Verify Changes

 Please verify your changes below. If no changes are required press Submit to complete your request, otherwise press Edit to return to the previous page to make changes before submitting.

Authorization Type	Description:	Current Status:	New Status:
Pay current year non-inst charges		Rescinded	Authorized
Pay prior year non-inst charges		Authorized	Authorized
Pay other than TF charges		Authorized	Authorized

[Privacy](#)

*Students can opt out of permission to pay by rescinding this authorization using the same steps. Rescinding authorization does not affect financial aid that has already been disbursed.

** Examples of non-institutional fees include housing, dining and parking fines, credit approval fees, and health insurance premiums.