Book/Materials Charge Authorization

Per federal regulations beginning July 1, 2010, students are provided with a book list for upcoming classes so that they may purchase the required books independently.

**Option 1.** If you would prefer to pay Montreat College for the required books and have them provided to you, please indicate this preference by checking the authorize box below and provide the other requested information along with your signature. Please note that you may request to rescind or grant this authorization at any time. Changes must be submitted in writing. You may submit an updated version of this form (or other written authorization) in order to make these changes. This form and any subsequent changes must be submitted to Student Accounts Office. Authorizations or changes become effective on the date the written notification is received by Student Accounts Office and cannot be applied retroactively. For compliance purposes we must assume that any blank or failure to submit this form implies that authorization has not been granted.

- [ ] Authorize  - [ ] Rescind
  I authorize Montreat College to charge my student account for the necessary books for each of my upcoming classes, and to provide me a MBS Direct book voucher via my Montreat email. I understand that I am not obligated to buy my books from Montreat College third party company (MBS Direct) and that I may opt out of this arrangement by notifying Student Accounts Office in writing as noted above. I understand Montreat College will bill me a materials fee for the required books and payments will be expected in accordance with existing collections policies.

**Option 2.** [ ] I do not wish to either charge my books at the Montreat Bookstore or receive funds to purchase books elsewhere.

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**Student Signature**  __________________________  **Date**

**Student Name (Print)**  __________________________  **Student ID or Social Security # (voluntary)**

**Student Phone Number**  __________________________

Please return this fully completed form to:
Montreat College SPAS
Student Accounts Office
P.O. Box 1267
Montreat, NC 28757
Fax: (828)419-2298
Phone: (800)-436-2777