





The Northeastern Illinois University Financial Aid Office requires an authorization to disburse funds against your University billing account. Here are the steps and a visual of how to say 'yes' to the Title IV Authorization.

- Log in to your **NEIUport** account (<https://www.neiu.edu/neiuport>)
- Click in the 'Financial Aid Requirements' Menu. Once you have seen the gold triangle  asking for Title IV Authorization, click the words 'View Questions' in the red bar labeled 'Responses Required.'
- Answer ALL SIX Questions – the fourth question is the Title IV Authorization
- Click the 'Submit' button.
- **If you are unable to click 'Submit' or answer the question, please provide our office with a written authorization statement containing your signature and today's date. A print out of NEIUport with the authorization question is acceptable as long as your signature is included.**
- Once our office has reviewed your answer 'yes' the 'Title IV Authorization' will now appear with a green check mark  under 'Financial Aid Requirements.'

Responses Required @



Questions from the Financial Aid Office  
Please answer the questions from FAO

[VIEW QUESTIONS](#)

## Questions from the Financial Aid Office

Do you plan to enroll at NEIU during the Spring term?

Do you plan to enroll at NEIU during the Summer term?

Please indicate your Anticipated Date of Graduation:

RESPOND 'YES' IF A GOLD TRIANGLE APPEARS UNDER FINANCIAL AID REQUIREMENTS FOR TITLE IV AUTHORIZATION: I authorize the Northeastern Illinois University to apply my financial aid funds to any outstanding charges I have incurred while attending NEIU (e.g. tuition, emergency loans, bookstore charges, third party housing contract). I declare under penalty of perjury that all information I have provided to the Financial Aid Office is true, complete and accurate. \*

