



INFORMATION ABOUT POWER OF ATTORNEY

A Power of Attorney (POA) is a legal tool used to delegate legal authority to someone. The person who executes a POA is referred to as the Principal and grants permission for another person, the Agent or Attorney-in-Fact, to make financial and other legal decisions on the Principal's behalf.

Do I need a Power of Attorney?

A POA is useful for students who are planning to study abroad and therefore cannot handle their financial affairs in person. A Power of Attorney can be helpful if you will be unavailable but still need to:

- receive outside scholarship checks made payable or co-payable to you
- sign and deposit checks made payable to you from UNC-CH
- pay bills
- access information in your student account
- handle issues related to your student aid
- process banking transactions
- process insurance transactions

How do I assign a Power of Attorney?

You can assign a Power of Attorney by following the steps below:

1. Choose a trusted family member or friend to act as your Agent. Many students choose one or both parents.
2. Fill out the first portion of the form below (stop above 'Signature of Student') and take it to a Notary Public, who must be present when you sign it. Most banks offer notary services. You can also have your form notarized in the Student Legal Services Office in the UNC-CH Student Union.
3. It is recommended you keep several certified copies. Be sure to provide a copy for your Agent, the Outside Scholarships and Grants Manager in the Office of Scholarships and Student Aid, the Office of Student Accounts and University Receivables (Cashier's Office), and yourself.

Questions or Concerns?

Feel free to contact the Outside Scholarships and Grants Manager at outsidescholarships@unc.edu or call 919.962.9484.

LIMITED POWER OF ATTORNEY

For student to complete

PID Number: _____

Study Abroad Program: _____

I, _____, the undersigned, hereby appoint _____,

Print Name of Student

Print Name of Agent

my Agent for me and give such person full power to act in my name, place, and stead in any way which I myself could do if I were personally present with respect to the following matters to the extent that I am permitted by applicable law to act through an agent:

(Directions: Initial next to Lines 1-3, any or all, for which the principal desires to give the agent authority.)

1. To endorse educational scholarship and financial aid checks in my name. _____
2. To endorse checks issued by home university (UNC-CH) in my name. _____
3. To endorse educational loan promissory notes in my name. _____

I also give to such person full power to appoint another to act as my agent and full power to revoke such appointment. *Federal regulations effectively prohibit a student from naming any school official as his/her agent under a power of attorney.*

This limited power of attorney shall begin on _____, 20_____.

This limited power of attorney shall expire on _____, 20_____.

Name of Agent: _____

Address of Agent: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Student: _____ Date: _____

Signature of Student

****Sign only in the presence of the notary public****

For notary public to complete

STATE OF _____ COUNTY OF _____

On this ____ day of _____, 20_____, personally appeared before me, the said named _____ to me known and known to me to be the person described in and who executed the foregoing instrument and he/she acknowledged that he/she executed the same and being duly sworn by me, made oath that the statements in the foregoing instrument are true.

My commission expires _____.

**Notary Public
(Official Seal)**

Signature of Notary Public