



Cal Grant B Payment Authorization

Cal Grant B Access award recipients: You may use this form to request that we NOT apply this award to your student account balance or to CANCEL a previous request.

This authorization form must be completed and submitted to the Office of Student Financial Services two weeks prior to the disbursement for the term (see dates below).

Student's name

Student ID#

CHANGE AUTOMATIC PAYMENT FROM STUDENT ACCOUNT TO DIRECT PAYMENT TO RECIPIENT

- By checking this box, I am requesting that my Cal Grant B Access award NOT be applied to my balance (if any) in my student account and that the entire amount be paid directly to me.
- I understand that I am responsible for any unpaid bills in my student billing account that my Cal Grant B Access award would otherwise have reduced or cleared.
 - I understand that conversion to direct payment is a manual process that will only affect awards that are scheduled to be paid AFTER this form is processed (processing time approximately 5-10 days). Furthermore, if the Access award is REPLACING other awards that have already paid out, only future payments that are NOT replacing paid awards will result in a direct payment.
 - I understand that this request applies to the current academic year only and that I will need to submit this form each academic year if I do not wish my Access award to be applied to my student account balance.

CANCEL PREVIOUS DIRECT PAYMENT REQUEST

- By checking this box, I am CANCELLING my previous direct payment request, and I want to reinstate automatic payment of my Cal Grant B Access award towards my student account balance (processing time approximately 5-10 days).

Signature: _____ Date: _____

Deadlines to submit this form is two weeks from the dates below

Fall disbursement: August 22, 2026

Spring disbursement: January 5, 2027

Email the completed form to sfs@csusb.edu
