



**Request to Opt Out  
Of Book Fee**

In order to be guaranteed Federal Student Aid funds for a specific terms, students must submit applications and required documentation by the published financial aid application deadlines. Federal Student Aid regulations require schools to provide federal student aid recipients the option to opt out of the book fee.

**Requirements/Understanding:**

- Students must be a Federal Student Aid recipient and have provided Georgia Military College all required documentation to qualify and be awarded Federal Student Aid for the term.
- Request to Opt Out must be received in the GMC Bookstore prior to the first day of class.
- Students must opt out each term.
- Student must log into the GMC Portal, print their statement and complete the Opt Out Form. The statement and completed form must be certified by the student's local Financial Aid Office.
- Student must deliver the approved form to the local GMC Bookstore
- By opting out, the student will not receive book rentals for the term and may obtain the books from GMC's online bookstore or another book distributor. Local GMC Bookstores are not authorized to sell the required book to the student.

Student Name

Student ID

Term

I request to opt out of Georgia Military College's book fee for the term stated above. By opting out, I understand I am responsible for obtaining all required books for the courses I am registered for.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**For Financial Aid Use:**

Student is a current Federal Student Aid recipient.  
\_\_\_\_\_ Financial Aid Representative Signature/Date

**For Bookstore Use:**

Enter Note in POS.  
\_\_\_\_\_ Local Bookstore Representative Signature/Date

Scan and Route Document to AR Ready to Process

**For StudentAR Use:**

Verify Student Qualifies  
Enter Credit on Student Account. Invoice # \_\_\_\_\_