

Bridgewater State College

OFFICE OF INTERNATIONAL PROGRAMS

POWER OF ATTORNEY INSTRUCTIONS



While you are studying away there are many things that may require your signature at home. Usually only you can sign legal documents, financial aid checks, or tax returns. If you designate someone else as having your Power of Attorney, they can handle these details for you. The attached Power of Attorney form is important to sign before you go away, especially if you receive financial aid at BSC.

It is best to pick someone that you know well and trust (parent, sibling, grandparent, aunt or uncle, etc.) to have the Power of Attorney while you are abroad. You should not ask just anyone to do this, as this person may have access to confidential information while you are away.

In order to have the attached Power of Attorney form be official, you must sign it in front of a Notary Public and have them also sign it. A Notary Public can be found at most banks, law offices and AAA offices, as well as in several locations at BSC. A Notary Public can be found in the Academic Achievement Center in the basement of the Maxwell Library.

Once you have the form signed and notarized please bring the Power of Attorney form to the Office of International Programs. The original will be given back to you and copies will be sent to both Student Accounts and Financial Aid. A copy will also be kept on file at O.I.P.

Feel free to call the Office of International Programs at 508-531-6183 if you have any questions.

Office of International Programs
Maxwell Library, Room 100B
Bridgewater State College
Bridgewater MA 02325
508.531.6183
www.bridgew.edu/international

POWER OF ATTORNEY

I, _____, of _____,
(Name) (Street Address)

_____, do hereby make, constitute and appoint
(City, State, Zip)

_____, my true and lawful attorney for the
(Name of person you want as your attorney)

following purposes while I am living and studying in _____,
(CITY you are studying in)

(COUNTRY you are studying in)

The hereby designated power of attorney is authorized to (initial next to each power you would like to grant):

To sign all papers or checks relating to the application or disbursement of educational loans, grants or other financial aid. _____

To deposit financial assistance checks _____ To process banking transactions _____

To pay bills _____

Other _____

This power of attorney terminates on _____.
(Date)

Witness my hand and seal this _____ day of _____, 20_____.

(Signature)

(Print Name)

SIGN ONLY IN THE PRESENCE OF THE NOTARY PUBLIC

State of _____
County of _____ 20_____.

Then personally appeared _____, the above named,
who known to me, signed, or acknowledged the foregoing executed Power of Attorney as his or
her free act and deed, before me.

Notary Public

My Commission expires: