

UNIVERSITY OF ARIZONA OUTREACH COLLEGE TUITION PAYMENT PLAN
ENROLLMENT FORM - FOR MIS CERTIFICATE –FALL 2009

Payment Plan Enrollment Form must be received at the time of registration.

Please print clearly

Name _____ Student ID _____
(Last, First, Middle Initial) (required-if assigned)

Billing Address: _____ Phone# _____

City: _____ State: _____ Zip _____

By signing this enrollment form I acknowledge that I have read the Terms and Agreement and I agree to pay my tuition, registration and fees in 3 monthly installments as described in Terms and Agreement

Student's signature _____ Date _____

Parent's Name _____

Parent's signature _____ Date _____

Fax to (520)621-3269 or mail to: Registration Services, UA Outreach College, University Services Building, Rm 322, PO Box 210158, Tucson, Arizona 85721-0158

Terms and Agreement:

By enrolling in UA Outreach College tuition payment plan, you agree to the following terms and conditions:

- ▶ UA Outreach College course fees are the only charges that the Payment Plan includes. (Excluded are the Tuition Payment Plan Enrollment fee, AFAT, Application fee, Registration Fee, Professional Certificate Application fee, and course processing and delivery fee. These must be paid in full with the 1st installment.) All other charges are payable within the guidelines of the account summary.
- ▶ You are responsible to pay course fees in full even if you do not participate in classes. You must officially withdraw with the Outreach College to obtain any available refund/reduction of balance. If you drop through Student Link or the Bursar's office, we do not have record of your drop since we are separate unit.
- ▶ You agree to pay ALL fees on the plan. If you add or drop classes, you must check with the UA Outreach College to determine the effect on the payments.
- ▶ You are responsible for paying each of three installments on time even if you do not receive a reminder notice.
- ▶ One missed payment will result in cancellation of the plan. Remaining tuition will be due immediately and classes will be subject to cancellation for non-payment.
- ▶ The \$75.00 enrollment fee is non-refundable.
- ▶ Checks returned for non-payment will result in a \$25.00 service charge. Two Non-Sufficient Funds check will result in future ineligibility for the plan.
- ▶ Should it become necessary for the University of Arizona to retain an attorney or collection agency to secure payment of any amount due, the debtor (account holder) will be responsible for all collection costs and legal fees.
- ▶ A facsimile or photocopy of the signed enrollment agreement shall be deemed to be the legal equivalent of an original.
- ▶ 1st installment due at time of registration or by November 9, 2009. Includes \$75.00 enrollment fee, 33% of your tuition, surcharge, and AFAT, UA Tech Fee, Registration Fee also include application fee and other program fees.
- ▶ 2nd installment of 33% of tuition plus any other encumbrances of your UA Outreach College account due by December 7, 2009.
- ▶ 3rd installment of balance of tuition plus any other encumbrances of your UA Outreach College account due by January 18, 2010.

Please indicate how the 2nd and 3rd payments will be received – check _____ or charge the credit card on file _____