

GRADUATE BUSINESS PROGRAMS
MONTHLY TUITION PAYMENT CONTRACT

NAME (Please Print)

STUDENT ID NO.

QUARTER

ADDRESS

CITY

STATE

ZIP

HOME TELEPHONE NUMBER

WORK TELEPHONE NUMBER

Total tuition of _____ will be divided into three equal payments.

A non-refundable \$25.00 Contract Service Charge is due with first payment.

All payments are due by the 15th of each month.

All payments that arrive in the Business Office after the fifteenth day of the month will be considered "late" and subject to a \$25.00 late payment charge.

I understand that if the balance is not paid in full by the end of this quarter, I will not be eligible to participate in the monthly payment contract and I must pay the full tuition upon billing. Students who have an unpaid balance may not register for subsequent terms, receive transcripts or diplomas. A "Hold" will be placed on my account and monthly late fees will accrue until payment, in full, is received. I further understand that if my balance remains unpaid for 90 days or more, my account may be referred to a collection agency where they will charge interest, penalties, and collection costs. The agency will also report me to credit bureaus, negatively impacting my credit standing.

I have read, understand, and agree to all of the terms of this agreement. I hereby guarantee payment of all amounts due to Saint Mary's College pursuant to this contract.

SIGNATURE

DATE

Please mail this contract to:
or fax it to 925-376-8497

Bernie Cox
Business Office
P.O. Box 4600
Moraga, CA 94575

APPLICATION DEADLINE: by return mail before the start of the term
All applications for the Payment Contract must be submitted EACH QUARTER.

Payment due dates are as follows:

Summer Quarter
July 15
August 15
September 15

Autumn Quarter
October 15
November 15
December 15

Winter Quarter
January 15
February 15
March 15

Spring Quarter
April 15
May 15
June 15