

TUITION CONTRACT

STUDENT INFORMATION

SEMESTER & YEAR _____

Full Name:	Date:
Email:	Phone No.:

ELIGIBILITY

- Students taking *4 or more class units* are eligible for a payment plan.
- Students taking *less than 4 class units* are not eligible for a payment plan. However, students with a serious financial need can submit a special request to the Registrar's Office for consideration. Once received, the student's request will be reviewed by administration and a decision made.

TERMS & CONDITIONS

The following conditions apply to students who are requesting a payment plan:

- Students on a payment plan are not eligible for a refund at *any* time.
- There is a \$100.00 minimum down payment to start the plan (includes **\$10.00 plan fee & \$25.00 semester registration fee**).
- The remaining balance of tuition is split in to two equal payments.
- Students are expected to pay their balances on the scheduled payment dates listed below under "*Payment Dates*".
- Late payments will be charged a \$15.00 late fee for each month a student does not pay the balance due. Late fees, in any given semester, will not exceed more than \$50.00.
- All payments will be made online using an electronic form that will be sent to the student via email at least 5-7 business before the next scheduled installment date.
- Any student that makes a late payment may be put on probation and may be subject to expulsion from Chino Valley Christian College.
- Students that do not pay their tuition by the end of the semester will not receive their final grades or transcripts until payment is made in full.

TUITION BREAKDOWN

Total Tuition & Fees: _____

Down Payment: _____

Balance Remaining: _____

Installment Amounts (x2): _____

TUITION CONTRACT

PAYMENT DATES

1st Installment: _____

2nd Installment: _____

AGREEMENT & SIGNATURE

By signing below, I am agreeing that I have read the terms and conditions of this contract in its entirety and agree to comply with them. I am also agreeing to contact the Registrar's Office in the event that I am unable to fulfil any of the requirements set forth at any time throughout the semester. Finally, my signature signifies that I do meet the eligibility criteria for a payment plan.

Signature: _____

Date: _____