PAYMENT ARRANGEMENT ON ACCOUNTS TO ACCEPT CHARGES

DATE: ______________________________

I, ______________________________, STUDENT # ______________________________, HAVE AGREED TO THE PAYMENT ARRANGEMENT BELOW TO AVOID THE PURGE PROCESS. AMOUNT FINANCED: ______________________________

PAYMENT 1: ___________+ $25 ADMINISTRATIVE FEE: TOTAL: ___________

PAYMENT 2: ___________ DUE DATE: ___________

IN THE EVENT THE ABOVE PAYMENT DATES ARE NOT WORKING DAYS THE FOLLOWING BUSINESS DAY IS WHEN PAYMENT IS DUE.

WITH THE ARRANGEMENT IN PLACE I HAVE AGREED TO THE FOLLOWING:

1. THE _____________ SEMESTER HAS TO BE PAID IN FULL ON OR BEFORE _________________

2. A HOLD WILL BE PLACED AND REMAIN ON THE ACCOUNT UNTIL THE BALANCE IS PAID IN FULL AFTER THE LAST PAYMENT DUE DATE HAS NOT BEEN MET. A HOLD Restricts THE FOLLOWING:

   • FUTURE CLASS REGISTRATIONS
   • ISSUANCE OF TRANSCRIPTS
   • ISSUANCE OF ENROLLMENT VERIFICATION LETTERS
   • REVIEW OF ACADEMIC RECORDS

3. IF PAYMENT TERMS ARE NOT MET, I UNDERSTAND THAT UVI MAY SUBMIT THE DEFAULT ON MY PAYMENTS TO A COLLECTION AGENCY THAT MAY AFFECT MY CREDIT RATING.

MY SIGNATURE BELOW CONFIRMS MY UNDERSTANDING AND AGREEMENT TO THE ABOVE TERMS.

_________________________________                ____________________________
SIGNATURE >Contact #

_________________________________                ____________________________
EMAIL ADDRESS  > APPROVED BY