

Monmouth College Student Payment and Disclosure Statement

Payment Agreement

The payment of all tuition and fees becomes an obligation upon registration at Monmouth College. This payment agreement will cover the student's financial obligations to the College for so long as the student continues to incur charges and/or has an outstanding balance on his/her account. The student is responsible for informing the Business Office of any changes to his/her billing address or phone number.

Tuition, room and board charges are billed by semester. Payments are due two weeks prior to the beginning of each semester. A late payment fee of \$40.00 will be assessed if payment in full or alternative arrangements are not made by the due date. Payment options include cash or check to Monmouth College. Payment may be made via credit card (using MasterCard, Discover or American Express with a 2.5% convenience fee) through Web Advisor from the MC website using the MC student log in and password.

Students who wish to distribute payment over several months may make payment plan arrangements using the Nelnet Business Solutions (NBS) Tuition Payment Plan. Information is available on-line by connecting to: www.monm.edu/business-office/payment.htm Scroll down and select "NBS Tuition Payment Plan." There is a \$50.00 annual enrollment fee.

Charges including but not limited to library fines, flex dollars, residence hall charges, parking fines, and athletic charges will be applied to the student's account and financial aid will be applied to these charges. Other charges are assessed as they are incurred and payment is due by the 20th of the month billed. Interest charges of 1% per month (12% per year) are assessed to student accounts on the first day of each month. All past due amounts are subject to late payment penalty. Interest is not assessed on an outstanding balance if a student is participating in the NBS Payment Plan and all payments are current. Students will not be issued official transcripts or a diploma until all fees have been paid in full.

When a student's account becomes delinquent because payments are not made according to these terms, the College has the right to take steps to collect the balance including, but not limited to, the following: prohibiting the student from scheduling classes or housing for the following semester; withholding course credits, academic transcripts, and diploma until the balance is paid; turning the student's account over to a collection agency; and, taking legal action to collect the balance due.

The student authorizes Monmouth College to release financial information about his/her account to those relating to the collection of the balance due. If the College incurs any expenses in collecting the student's account, the student shall pay the cost of collection. This includes, but is not limited to, a collection agency fee and/or reasonable attorney's fee.

Health Insurance

All full-time (over six credit hours per semester) registered students are required to be covered under a health insurance plan. Students will automatically be enrolled in the Student Health Plan and a premium fee will be assessed to their student account unless a signed waiver is completed and returned with a copy of their insurance card to the Business Office by the specified deadline.

Credit Balance Refund

All refunds must be requested. Refunds will not be processed until after the deadline to add or change courses has passed and all course revisions have been made by the Registrar and confirmed with Financial Aid. Credit balances resulting from Financial Aid or a Nelnet Automatic Payment Plan will not be refundable until payments have been received. Graduates and students not returning to the College will automatically receive refunds of credit balances.

Authorizations

The student authorizes Monmouth College to apply Federal Title IV Funds (eg Federal Pell Grant, Federal SEOG Grant, Federal Stafford Subsidized and Unsubsidized Loans, and Federal PLUS Loans) awarded to any and all charges incurred while attending Monmouth College. These funds will also be applied to any prior outstanding balance.

I have read the above statements and understand that this authorization covers my entire academic career at Monmouth College and I agree to the terms stated.

Print Student's Name

Student ID Number

Student's Signature

Date