



## 2021 Spring In-House Tuition Payment Plan – Current Balances

The monthly tuition payment plan is intended to help students pay the cost of their higher education during all terms of the academic year. Payment plans do not incur interest charges; however, there is an enrollment fee per each plan. Enrollment fees are nonrefundable and are due at the time of enrollment. The plan distributes the cost of tuition, fees, housing, meal plans and incidental charges on the student's account into affordable monthly payments. **Monthly installments will be due on the 15<sup>th</sup> day of the payment month.** Payment plan amounts will adjust as new activity occurs (payments or charges) on the students account. New payment amounts will take effect on the following month's payment. Email notifications will be sent to the student with the new payment amount. A restrictive hold will be placed on the students account for payments that are not received by the payment due date and will prevent the student from registering for future terms. **A \$50.00 late fee charge will be placed on student's account for any late payments received past the due date.** Transcripts will be held until all payment plans are completed and balance due is paid in full.

### **Spring Term 2021 \$40.00 fee**

Enrollment 12/1/20 – 12/31/20 – 5 month plan – Dec, Jan, Feb, March, April

Enrollment 1/1/21 – 1/31/21 – 4 month plan – Jan, Feb, March, April

Enrollment 2/1/21 – 2/28/21 – 3 month plan – Feb, March, April

Enrollment closed after 2/28/2021

### Terms and Conditions:

The student, who has completed the Tuition Pay application, promises to pay to Tusculum the sum of all tuition, fees and any other institutional charges due in full by following the monthly plan identified above. In case of default or delinquency in this payment plan, a late charge of fifty dollars (\$50) shall be assessed against each late payment. Payments are due on the fifteenth (15<sup>th</sup>) day of every month listed on the plan selected. The student understands that failure to pay in full by the final date will result in the following: 1) I will continue to attend current classes but I will not be able to receive formal grade reports or transcripts, 2) I will not be able to register for future terms, 3) I will not receive a diploma if I graduate, 4) my debt may be referred to a collection agency, and 5) I may have to pay collection costs and/or attorney fees.

If the applicant withdraws, is expelled or dismissed from the Institution for any reason, the entire unpaid amount shall immediately become due and payable. In addition, the student's account will be placed on "HOLD" and will not be permitted to register for future semesters or receive a copy of the academic transcript until the obligation is paid in full, including penalties.

The Applicant understands the application and note only postpones charges due to the Institution and no waiver is assumed. Transcripts and grades will be held until the final payment is made. **Even if the Applicant receives no further billing information, the Applicant accepts responsibility for this debt. If the applicant is under 18, a guarantor is required for this payment plan.**

Payments can be made on-line at [my.tusculum.edu/webadvisor](http://my.tusculum.edu/webadvisor), by phone at 423-636-7300 ext 5061, or by mail to the address below:

Tusculum University  
Business Office  
C/O Payment Plan  
P.O. Box 5100  
Greeneville, TN 37743

For questions and information about student accounts, please email [business@tusculum.edu](mailto:business@tusculum.edu), call 423-636-7300 ext.5061.



Application for Tuition Payment Plan
Current Balances 2021 Spring

A non-refundable set-up fee will be due at the time of enrollment. A fifty dollar (\$50) late fee will be assessed for every late payment made.

Name in full: Last First Middle Initial ID#

Billing Address:

Home Phone Number: Cell Phone Number:

Email address:

Initial - I have received the additional information sheet pertaining to the specific guidelines of the tuition payment plan.

- Please select a plan:
5 pay / Spring 2021 - 5 month plan - Dec, Jan, Feb, March, April
4 pay / Spring 2021 - 4 month plan - Jan, Feb, March, April
3 pay / Spring 2021 - 3 month plan - Feb, March, April

Enrollment in a plan closes after 2/28/2021. The set-up fee of \$40.00 is due upon completion of this application.

Total amount of Payment Plan = \$. By completing and signing this application, I understand that the total amount due may change between the date of this application and the end of the semester due to enrollment changes, verification of Financial Aid awards, additional charges such as room damages, parking fines, or any other charge that the student account is billed for. Tusculum University reserves the right to increase or decrease the payment plan amounts for this purpose.

You must provide one adult reference who always knows how to contact you.

Personal Adult Reference Name: Relationship
Please Print

Phone Number: Email:

Initial - I give the Tusculum University Business Office Staff permission to speak to the above adult listed and discuss my financial responsibilities to the institution as it pertains to this payment plan. I will also complete a FERPA/Buckley Amendment with the Registrar's office.

The student, who has completed this application, promises to pay to the sum of all tuition, fees and any other institutional charges due in full by following the monthly plan identified above. In case of default or delinquency in this payment plan, a late charge of fifty dollars (\$50) will be assessed against each late payment. Payments are due on the fifteenth (15th) day of every month listed on the plan selected. I understand that failure to pay in full by the final date will result in the following: 1) I will continue to attend current classes but I will not be able to receive formal grade reports or transcripts, 2) I will not be able to register for future terms, 3) I will not receive a diploma if I graduate, 4) my debt may be referred to a collection agency, and 5) I may have to pay collection costs and/or attorney fees.

If the applicant withdraws, is expelled or dismissed from the Institution for any reason, the entire unpaid amount shall immediately become due and payable. In addition, the student's account will be placed on "HOLD" and will not be permitted to register for future semesters or receive a copy of the academic transcript until the obligation is paid in full, including penalties.

The Applicant understands this Note only postpones charges due to the Institution and no waiver is assumed. Transcripts and grades will be held until the final payment is made. Even if the Applicant receives no further billing information, the Applicant accepts responsibility for this debt. If the applicant is under 18, a guarantor is required for this payment plan.

I understand that this is a Promissory Note. I will not sign this Promissory Note before reading it, including the additional information sheet provided to me, even if otherwise advised.

Student Signature: Date Signed

Guarantor Signature if student is under the age of 18: Date Signed