

**TUITION PAYMENT AGREEMENT FALL 2008**  
**GRADUATE PROGRAMS (MBA, MSM, MSHSA, MHA, TDEV, MSED, MSN, MSW)**

Students may elect to pay tuition and fees in four equal installments throughout the course of the semester according to the schedule shown below. Students receiving tuition reimbursement from their employer may elect to defer payment of tuition until the end of the semester. A \$40 fee will be charged under either option. Please complete this form and return it to the Business Office no later than August 26, 2008. You may also fax completed forms to 815-740-2276. **A monthly bill will be sent until the bill is paid in full.**

**Please check one of the following options:**

\_\_\_\_ I will pay tuition for this term according to the payment schedule shown below.

1. August 26, 2008
2. September 26, 2008
3. October 27, 2008
4. November 25, 2008

Total Amount to be paid \$ \_\_\_\_\_  
Divide by 4

Equals Monthly payment \$ \_\_\_\_\_ + \$40.00 = \_\_\_\_\_ 1st Payment  
(Add the \$40.00 payment plan fee to the first payment)

Name \_\_\_\_\_ ID# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**A late fee of \$90 will be charged to all accounts not enrolled in either plan or not paid in full by  
September 26, 2008.**

\_\_\_\_ \*I will receive tuition reimbursement from my employer for tuition costs, and I elect to defer payment until the end of the semester.  
**The cost to defer your tuition is \$40 and may be mailed to the Business Office along with this form, or paid online.**

Name: \_\_\_\_\_ ID# \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_ Home Number: (\_\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employer Name \_\_\_\_\_ Employer Number: (\_\_\_\_\_) \_\_\_\_\_

**PLEASE READ THE FOLLOWING IMPORTANT INFORMATION.**

1. A Previous Term Billing Charge of 1% per month will be charged on all outstanding Fall 2008 tuition balances beginning January 31, 2009.
2. In the event the employer does not reimburse the student for tuition, the student is responsible for 100% of tuition no later than January 31, 2009.
3. If this account is assigned to a third-party collection agency, the student agrees to pay all legal and collection costs associated with the collection of tuition.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

*\*If you are graduating, your tuition must be paid in full in order to participate in the ceremony, receive a diploma, and transcripts.*

**PAY YOUR TUITION ONLINE! (We accept VISA, MASTERCARD, and DISCOVER)**

Go to our website, [www.stfrancis.edu](http://www.stfrancis.edu), click on MYUSF PORTAL, log in, then click on the MY SERVICES tab, Choose Tuition Bill/Account, then choose "Pay your Bill". You may also pay by phone at 1-800-359-3500 or by mail using a check or money order.



*Engaging mind and spirit™*

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