

# Spring 2018 CONTRACT PAYMENT FORM

Name: \_\_\_\_\_ SID: \_\_\_\_\_

- I have enclosed my check for \$\_\_\_\_\_ which represents payment in full of all my current charges to date.
- I have paid my charges on the Web
- I do not wish to pay my current charges in full at this time. I prefer to enter into a deferment contract and pay charges in installments. My first installment, equal to 1/3 of my current charges to date plus a \$30.00 deferred payment fee, is enclosed. My second and third payments are due February 8 and March 8, 2018. There will be a \$15.00 late fee assessed for late payments. I understand that I am liable for any unpaid installments, cost incurred subsequent to the agreement date, and all costs associated with the collection of any amounts past due plus interest assessed thereon. Any amount due to me from other sources will be credited against my unpaid balance when received. This includes, but is not limited to grants, loans, scholarships and work-study paychecks. Transcripts will be held until payment in full is received. I understand that this is a Promissory Note. I have read and understand my obligation. Even if I receive no further billing information, I accept responsibility for this debt.
- I have a credit or zero balance amount on my Student Schedule / Bill.
- I have a Third Party Sponsor that will pay my charges in full. (It is the responsibility of the student to provide a written authorization to the Business Office for any Third Party Sponsorship, for questions please contact Joan McNabb at 496-4253).
- Please cancel my registration; I will not be attending Spring Semester 2018.

To avoid a \$40.00 late fee and cancellation of courses, one of the payment methods must be completed to finalize registration by January 2, 2018.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If my financial aid does not pay my tuition and fees in full or I withdraw and the withdrawal results in an amount owing, I agree to the terms above for a deferment contract.)

**To finalize your registration, this form must be returned to:**

Montana Tech Business Office  
1300 West Park  
Butte, MT 59701  
406-496-4250 or 1-800-445-8324 (Press 1) (Office Phone)  
406-496-4602 (Office Fax)