

Payment Agreement – Executive MBA Program, William E. Simon School

Please complete this **Tuition Repayment Promissory Note** and return it to the Executive MBA Office, Schlegel 204.

Student Name: _____ Student ID#: _____
First Middle Initial Last

Billing Address: _____
Street Apartment #

City State Zip

Phone: (_____) _____ (_____) _____ E-mail _____
Day Evening

If your employer will pay your program cost directly, please complete the following:

Employer: _____

Contact Name: _____ Title: _____
First Last

Billing Address: _____
Street City State Zip

Phone: (_____) _____ E-mail _____

Payment Schedule: Four payments during the two-year Program period

| First Payment | Second Payment | Third Payment | Fourth Payment |
|--|---|--|--|
| 25% of program cost (minus \$2,000 deposit) due August 31, 2006 | 25% of program cost due January 10, 2007 | 25% of program cost due November 10, 2007 | Balance of program cost due February 10, 2008 |

I certify that I have read and understand the description of this Payment Agreement, and that I agree to the terms of the Agreement. I certify that I am financially responsible to the University of Rochester for all charges incurred during the time I attend the University, and that this Agreement will remain in effect for that period unless I notify the Bursar's Office that I wish to choose another plan. **I understand that the payment schedule is applicable only to tuition and required fees, and that all other charges will be due in full by the due date indicated on my monthly statement.**

I understand that the University must receive the full amount on or before the due date, and that if full payment is not received by the due date, the University will assess a monthly late payment fee of 1% of the amount past due. I understand that I am responsible for notifying the Bursar's Office if my billing address changes at any time. I understand that I am responsible for any late payment fees resulting from delays in the delivery of my bill. **Payment must be in U.S. dollars.**

I further certify that should my student account not be kept current in accordance with this Agreement, any past due amount will be considered an unpaid educational loan/benefit that needs to be repaid as expeditiously as possible. I further understand that the University may curtail my ability to register for future semesters, as well as to obtain transcripts, diplomas, and on-campus housing. I acknowledge the University's right to assess collection fees and legal fees should my student account remain unpaid at the time I leave the University. I understand that I am obligated to pay any tuition, fees, collection or legal costs on my account.

Title IV Authorization (for student receiving Federal Loans and/or Grants)

I authorize the University of Rochester to apply my federal Title IV financial aid toward all charges on my student tuition account for the period during which I remain enrolled at the University of Rochester. In addition to tuition, fees, room, and board, I authorize the use of these funds to cover all additional charges such as telephone, room damage and late payment fees, if any. I understand this authorization is effective as of the date received by the University, and remains in effect during the entire period I am enrolled at the University of Rochester or until such time that I cancel this authorization. I further understand that I may cancel this authorization at any time, and that the University may use Title IV funds to pay for previously authorized charges that were incurred before I canceled this authorization. Authorizing the use of federal aid to cover all charges will help to ensure clear financial standing with the University of Rochester.

YES, I authorize **NO**, I do not authorize **NO**, I do not receive federal Title IV financial aid

➤ _____
Student Signature _____
Date

P.O. Box 270037
 Rochester, New York 14627-0037
 (585) 275-3931

PLEASE NOTE: We do not accept faxed copies.