



Method of Payment

Student Name: _____

Please check one primary method of payment (1st box). If your primary method does not cover 100% of tuition and fees for the entire program, you must choose a secondary method of payment (2nd box). Please note some options require additional forms (pages 2) to be completed as well.

Self-Pay

Student pays for total tuition & mandatory fees prior to the start of each course. If you are paying by check, mail payments to: Centenary University Attn: Student Billing Office, 400 Jefferson Street, Hackettstown, NJ 07840. For your convenience you can pay online at: <https://selfservice.centenarycollege.edu/Student/Finance>

Effective November 7, 2016, all payments made by credit/debit card will be charged a 2.65% service fee.

Direct Bill

Student's Employer agrees to pay the University directly. Student must provide a mandatory voucher or Letter of Credit (provided by your employer) prior to the start of EACH class. Employer to be billed _____.

Financial Aid (Grants and/or Student Loans)

Students will utilize grants and/or student loan to help pay for tuition and fees. All students must apply through www.FAFSA.ed.gov as well as www.studentloans.gov (for loans).

Students must submit a new FAFSA each year they want to receive financial aid. Balances not covered by the student's aid must be paid by the start of the next course.

Deferred Payment — For student who receive Employer reimbursement

You can defer your tuition payment by completing the attached Promissory Note (with signature) and providing valid credit card information. You have 30 days from the last day of the course to make payment. ONLY if payment is not received within the 30 days, your credit card will be charge for the cost of the course, plus the 2.65% service fee and a \$25 late fee. The Promissory Note is a legal contract between the student and University. Not available to students outside the USA. If you choose this option you must complete and sign the Deferred Payment Agreement Promissory Note (page 2).

Veterans/Active Military Education Benefits

Qualified Veterans/military personnel are eligible for possible Veterans benefits, Military Tuition Assistance and/or Centenary Veteran Discount. Please submit a copy of your DD214 and Certificate of Eligibility to our School Certifying Official. Contact our School Certifying Official at 908-852-1400 ext. 2353

I authorize Centenary University and its agents, representatives, attorneys, and contractors (including collection agencies) to contact me through my mobile phone, home phone and email, including by way of text, automated message calls or auto dialer. I have read and fully understand the information above and accept the financial terms of Centenary University.

I understand that if my account becomes delinquent, it may be placed with a 3rd party collection agency. I will be responsible for all past due balances as well as collection agency contingency fees (up to a maximum of 50% of the delinquent account balance), late payment penalties, reasonable attorney's fees and court costs. My account may also be reported to the credit bureau.

Student Signature: _____

Date: _____



EMPLOYER REIMBURSEMENT DEFERRED PAYMENT PROMISSORY NOTE

I, _____ (Print Name), do hereby acknowledge my financial responsibility to Centenary University for tuition and fees during my tenure at Centenary and for any unpaid balances if I leave the University.

My employer, _____ (Print Name) offers a tuition reimbursement program. I understand I must submit proof with this form from my manager/Human Resources department via email or letter by the last day of add/drop (as noted on the Academic Calendar) of my 1st registered term, then annually by August 31 thereafter.

- I understand I have 30 days from the last day of each term to make payment, regardless of whether or not I have received reimbursement from my employer. If at the end of 30 days I have not made the payment due, I understand the University will charge my credit card without prior notification.
- I accept financial responsibility should I withdraw from a course(s) after the first day of the term. I have read and agree to abide by the University's withdrawal policy.
- I understand that payments not received within 30 days will be considered late. Centenary will then charge my credit card the amount owed for the term including a \$25.00 late payment fee. All credit cards will be assessed a 2.65% service fee.
- I accept the additional financial responsibility for all past due balances if my card is invalid. If my account remains past due, I may be responsible for collection agency contingency fees (up to a maximum of 50% of the delinquent account balance), late payment penalties, reasonable attorney's fees and court costs. My delinquent account may also be reported to a credit bureau.
- I understand I will not be allowed to continue in the Employer Deferred Payment program if I do not submit my proof from my employer annually and will have to follow the payment due dates as outlined on the University website.
- I understand I may no longer be allowed to participate in the Employer Deferred Payment program and/or I will not be allowed to register for future courses; traditional, accelerated, or online, if payments are outstanding.
- I agree to notify the Registrar's Office if I change my name or address during the time I am a student or have an outstanding balance due the University. I agree to notify the Student Accounts Office if the credit card information below becomes outdated or expired.

Student Signature

Date

Address

Telephone Number

Credit Card Number: _____
(Visa, Mastercard or DiscoverCard)

Expiration Date: _____

Verification Code: _____

Cardholder Name (if other than student): _____
(Print Name)

Cardholder Signature: _____