

**College in the High School (CHS) Short Term Tuition Deferral Plan
Corporate and Continuing Education Center (CCEC)**

CCEC offers a College in the High School payment plan for students who need more time to pay tuition. The student must complete and return this form to CCEC. The form will initiate registration and the first tuition and service fee payment. The service fee payment is non-refundable. The remaining payments will be processed by CCEC on the agreed upon payment plan information.

Student & Parent Information		
Student Name:		EvCC Student ID #:
Student E-mail:		Student Phone #:
Student Address:		
High School:		
Parent Name:		Parent Phone #:
Parent E-mail:		
Course Information		
Item Number:	Course Title:	Teacher:
Item Number:	Course Title:	Teacher:
Item Number:	Course Title:	Teacher:
Item Number:	Course Title:	Teacher:
Payment Plan Information		

Amount Due			
First Payment:	½ total tuition balance + \$10.00	\$	Due: At time of form submission
Second Payment:	¼ total tuition balance	\$	Due: March 24, 2017
Third Payment:	¼ total tuition balance	\$	Due: April 14, 2017

Payment Information (Check payment method below.)			
<input type="checkbox"/> Check – To be postmarked or hand delivered by stated deadlines.			
<input type="checkbox"/> Credit Card			
Credit Card Type:	Visa / MasterCard / Discover		
Credit Card #:		Expiration Date:	
Cardholder:			

Payment Plan Agreement and Conditions (Please sign below)

Student and Parent: I have read this form and understand that failure to pay results in withholding student transcripts, a block will be placed on my EvCC record, and I will be invoiced for the remaining balance due on my account. I understand that if any of my payments are reversed for any reason such as credit card denial or returned check, I will be billed for the full amount of the remaining amounts owed. I understand that failure to pay may result in the account referred to collections and collection fees will apply. If I provided a credit/debit card number, CCEC is authorized to run the above payments on the scheduled day. Both parent and student signatures are required to be eligible for the Short Term Tuition Deferral. **Student:** By signing this form I also authorize CCEC to discuss my current quarter payment options with the parent authorized below. This authorization is only applicable to financial records. **Parent:** The parent will be considered the responsible party for all payments.

Student Signature:		Date:	
Parent Signature:		Date:	