



# Tuition Payment Plan

This form must be submitted in person with Photo ID at the Kodiak Corner (CC1 Building)

Questions: [enrollment@cascadia.edu](mailto:enrollment@cascadia.edu) • (425) 352 – 8860

## Enrollment Eligibility and Fee Information

- Students must have a balance of over \$1,000 at time of enrollment.
- Students holding F1 Visas are not eligible to enroll.
- There is a \$10 fee for each quarter you sign up for the Payment Plan. This fee is nonrefundable and cannot be waived.

## Enrollment Changes

- Cascadia College’s Add/Drop and Withdraw deadlines and Refund policy still apply and any tuition/fee balance will be determined based upon the refund deadlines.
- Adding classes after Enrollment in the Payment Plan will be put under the Payment Plan by Enrollment Services. If I do not want this option, I will need to pay for the added class(es) in full within 1 business day of the change.

## Student Information (Student Completes)

Last Name:		First Name:	
Student ID #:		Phone Number: (     )     -	
Email Address: <small>We send communications to this address. Write legibly.</small>			

## Payment Amounts and Due Dates (Enrollment Services Office Use)

As of today:	How many credits registered for?	Total Balance Due: \$	Quarter Code:	Received By:
<b>Payment Descriptions</b>		<b>Payment Amounts</b>	<b>Due Dates</b>	<b>KC-ES Timeline</b>
1st – ½ Total Balance + \$10 Fee [PY]		\$	___/___/___	Today’s date - Enrollment in Payment Plan
2nd – ½ remaining balance		\$	___/___/___	20 <sup>th</sup> Calendar Day of QTR (16 <sup>th</sup> Cal. Day for Summer)
Final - remaining balance		\$	___/___/___	40 <sup>th</sup> Calendar Day of QTR (32 <sup>nd</sup> Cal. Day for Summer)
<input type="checkbox"/> Confirm FMS \$10 [PY] in same quarter <input type="checkbox"/> Input SM5003 UA code [PP] <input type="checkbox"/> Photocopy for student		ES Notes:		

## Payment Policies

- Enrollment and 1<sup>st</sup> payment, including the \$10 fee, must be provided in person at the Kodiak Corner.
- 2<sup>nd</sup> and Final payments will be accepted in person or by phone (425) 352 – 8860 during our regular operating hours.
- There is no online, partial payment option available at this time. Only final payments may be made online.
- Accepted methods of payment are cash, check, and credit card (American Express, Visa, MasterCard, Discover or Union Pay).
- Failure to make the 2<sup>nd</sup> payment will result in being withdrawn from all courses and “W” posted to transcript.
- Failure to make the Final payment will result in your balance being sent to collections. Registration in future quarter classes will be cancelled and registration blocked until balance is paid.

My acceptance of the terms of this agreement authorizes Cascadia College to take actions (such as withdrawing classes) for my late or nonpayment. By my signature, I certify that I am at least 18 years of age and I have read, understand, and agree to all terms and conditions outlined above. If I am under 18 years of age, I will have a Parent/Guardian signature sign as well.

Student Signature:		Date: ___/___/___
Parent/Guardian Signature: (if student is under 18 years old)		Date: ___/___/___