

Payment Plan Agreement

1. The Monthly Tuition Payment Plan allows payments to begin as early as June 1, making up to 12 monthly payments. The final payment for each option will be May 1.
2. The nonrefundable participation fee for either option is \$50.
3. Upon receipt of your application and the participation fee, Wartburg College will:
 - Set up your account.
 - Initiate the Direct Debit Option, or send a coupon booklet within two weeks.
4. Payments made in excess of the total costs for the year (excluding the participation fee) will be refunded according to Wartburg College's refund policy.
5. Adjustments in the amount billed monthly can be made without any additional charge by notifying the Wartburg College Business Office in writing.
6. Monthly payments returned for insufficient funds will result in a \$20 banking fee added to the student's account. Withdrawals refused twice will result in cancellation of the Monthly Tuition Payment Plan, and all future payments, returned payments, and banking fees will be due immediately.
7. Monthly payments should be received by the first of each month and made payable to Wartburg College.

Direct Debit Option Instructions / Terms and Conditions

1. Payments may be deducted from a checking account through an automated clearing house (ACH) debit. To participate, please sign the agreement at the bottom of the Monthly Tuition Payment Plan application and return it with a separate voided check for the checking account from which your monthly payments will be withdrawn. Your application fee and back payments cannot be withdrawn through the Direct Debit Option.
2. Payments will be withdrawn from your checking account on the first business day of each month and will be payable to Wartburg College. A record of each charge will be included in your regular bank statement and will serve as your receipt.
3. You have the right to stop payment by notifying the Wartburg College Business Office in writing three business days before the checking account is charged.
4. This authorization is to remain in effect until the Monthly Tuition Payment Plan ends in May 2017 or is canceled in writing by you or by Wartburg at least three business days before the withdrawal occurs.
5. I (we) acknowledge that the origination of ACH transaction to my (our) account must comply with the provision of U.S. law.

Wartburg College is dedicated to challenging and nurturing students for lives of leadership and service as a spirited expression of their faith and learning.

Monthly Tuition Payment Plan 2016-17



100 Wartburg Blvd.
P.O. Box 1003
Waverly, IA 50677-0903
www.wartburg.edu
sherri.mennenga@wartburg.edu



Wartburg College realizes that educational expenses are easier to budget when spread over monthly payments.

The Monthly Tuition Payment Plan, offered through Wartburg College, allows you to meet all or part of Wartburg's academic year expenses in up to 12 equal monthly payments. It will offer you:

Simplicity

Compute the amount you wish to budget for the full year of expenses, divide by the desired number of payments, and round up to the nearest whole dollar (see steps 1-4). Complete and send in the application, along with the participation fee and first month's payment.

Flexibility

You may adjust or cancel your payment amount by notifying the Wartburg College Business Office in writing.

Convenience

You may have your payments automatically withdrawn from your checking account or send in a coupon and check each month.

Affordability

Upon approval of Monthly Payment Plan, the monthly Finance Charge will be waived for the duration of the payment plan period.

Friendly Service

The staff at Wartburg College is dedicated to providing you with the highest quality of service. If you have any questions, please call 319-352-8411 or e-mail sherri.mennenga@wartburg.edu.

Summary Worksheet

Step 1

The standard estimated charges for Fall Term 2016 through Winter/May Term 2017 are listed below. Please see the Summary of Charges card for any additional fees.

Tuition and fees	\$ 37,400
Room and board*	
Books (estimated)	1,100
Other fees (e.g., music)	
May Term travel course	
Total college charges	\$

*Room charge varies by residence hall. Additional charge for single room.

Step 2

Enter estimated deductions below, including current financial aid that will be applied toward the balance.

Estimated financial aid	
Other scholarships	
Deposits paid or planned	
Total deductions	\$

Step 3

Subtract total deductions from total charges and enter the annual amount below.

Budgeted annual amount	\$
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Step 4

Divide the annual amount by the desired number of payments, depending on when you want your payments to begin/end.

Monthly payment	\$
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Step 5

The bank requires a pre-note process that takes approximately two weeks. Therefore, we ask that you enclose the first month's payment along with the participation fee. If you have chosen a debit from your checking account, your first withdrawal will be taken the following month (e.g., if starting in June, your first debit would be July 1).

Complete the application at right and mail to:

Attn: Sherri Mennenga
Wartburg College
100 Wartburg Blvd.
P.O. Box 1003
Waverly, IA 50677-0903

Monthly Tuition Payment Plan Application

Student's name _____

Student ID number _____

Budgeted annual amount (step 3)	\$
Number of payments (up to 12)	
Monthly payment (step 4)	\$

PERSON MAKING PAYMENT

Name _____

Address _____

Phone number _____

E-mail _____

I am enclosing the first month's payment along with the nonrefundable \$50 participation fee. I have read and agree to the Monthly Payment Plan terms and conditions.

Signature _____ Date _____

OFFICE USE

Approval _____ Date _____

Direct Debit Option

I want my monthly payments automatically withdrawn from my checking account. I have enclosed a separate, voided check for the checking account from which payments will be withdrawn. I understand that this option is not available for savings, brokerage, or credit card accounts. I have read and hereby agree to the Direct Debit Option Instructions/Terms and Conditions on the back panel. I authorize Wartburg College to charge my checking account monthly in the amount of my Monthly Tuition Payment Plan amount through May 1, 2017.

Authorization Signature _____ Date _____

OFFICE USE

Approval _____ Date _____