



North Hennepin
Community College

Third Party Authorization for Payment

Accounting & Fees * 7411 Eighty-Fifth Avenue North * Brooklyn Park, MN 55445
Phone: (763) 424-0718 option 2 * Email: thirdparty@nhcc.edu

All **required fields** must be completed or the authorization **will not** be accepted.
Please complete online prior to printing and emailing.

Student Information	
Name	Tech or Star ID

Agency/Funding Information			
Organization			
Purchase Order or Authorization #		Federal ID #	
Contact Name		Email	
Billing Address			
City	State	Zip	Phone #
Term Covered by funding (one term only)	Tuition & Fees	Books	School Supplies
	\$	\$	\$
Enter either the dollar amount and/or check box for 100% covered by funding	100%	100%	100%
Sales Tax Exemption #		Total authorized \$	
Note if there any fees not covered (i.e. parking) or any other funding restrictions			
Check One (Required)	Apply this funding before any grants	Apply grants first before this funding	
By authorizing funding for the above referenced student; I agree to pay all invoices by the due date noted on the invoice. I understand I will not be invoiced until after the drop / add period, only for actual costs up to the amount authorized and all invoices are sent via email.			
Authorized Signature			Date

DATA PRIVACY NOTICE: North Hennepin Community College is asking you to provide information that includes private and/or confidential information under state and federal law. The college is asking for this information in order to process your third party funding.

You are not legally required to provide the information the college is requesting; however, the college will not be able to process your funding without it. With some exceptions, unless you consent to further release of private information, access to this information will be limited to business office officials. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- To federal, state and local officials for purposes of program compliance, audit or evaluation;
- If the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and
- To an organization engaged in educational research or accrediting agency.

North Hennepin Community College abides by the provision of Title IX and other federal and state laws forbidding discrimination on the bases of sex, race, color, national origin or disability and all other state and federal laws regarding equal opportunity.