



North Hennepin  
Community College

## Tuition Payment Plan – Spring 2019

Accounting & Fees (ES41)

7411 Eighty-Fifth Avenue North | Brooklyn Park, MN 55445-2299

Phone: 763-424-0718 option 0 | TTY: 763-424-0949 | Email: afee@nhcc.edu | Web: www.nhcc.edu/tuition

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

Tech ID or Star ID# \_\_\_\_\_

- The North Hennepin Community College Tuition Payment Plan allows a student to begin their credit classes even though they are not able to pay their tuition in full by the due date. The following terms and conditions pertain to the payment plan
- **Book charging is not available with this payment plan. Please use NBS e-Cashier if you need to include books in addition to tuition in a payment plan. NBS e-Cashier is only available online.**

How to apply for the payment plan:

1. Register for classes.
2. Complete this form in ink. **Read carefully before signing.**
3. Return this form, the deposit and \$30 non-refundable payment plan fee to Accounting & Fees.
4. Retain the yellow copy for your records.

1. I understand that I must make an immediate deposit of at least 15% of my balance or \$300 (whichever is less) and pay the \$30 non-refundable payment plan fee to the Accounting & Fees office to maintain my class registration. I understand that the deposit will be applied towards my tuition and fees and that the \$30 payment plan fee is an additional charge. **The down payment must be made in person; subsequent payments may be made through eServices.**
2. I understand that I must have my total tuition paid in full by **April 12, 2019**. Note: There is no required schedule of payments, but regular payments are recommended. If my balance is not paid in full by the due date, my account will be assessed a \$50.00 late fee.
3. I understand my balance is available through eServices and I am responsible for viewing this information. Reminders will only be sent by email, (make sure you have a valid student email account). *No reminders will be sent by mail.*
4. I understand that I *will be* dropped from future terms if my balance is not paid in full by the due date. I *will not be* allowed to register, to obtain a transcript or graduate until my balance is paid in full.
5. If I register for classes, but will not be attending those classes, I am responsible for dropping my classes via eServices.
6. If I withdraw from classes, I will be responsible for any tuition and fees due based on the refund schedule (refer to the Course Schedule or Refund Policy for more information).
7. I understand that failure to pay tuition in full by **April 12, 2019** will result in my account being referred to a collection agency and I will be responsible for all penalties and fees *but my current classes will not be dropped.*
8. I must maintain a current address and email with the college; any changes need to be made via eServices.
9. I understand if my check for the down payment is returned by the bank, this payment plan is void, my classes will be dropped immediately and I will owe a \$60.00 balance to the college (\$30 non-refundable payment plan fee and a \$30 returned check fee). A HOLD will also be placed on my student account.

**I have carefully read and understand each of the above statements and agree to all terms and conditions as stated.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date