



STEPP "PREPAYMENT" AGREEMENT

Name _____

Address _____

City _____ ST ____ Zip _____ Phone _____

Student ID # _____ Email _____

THIS IS A QUARTERLY PREPAYMENT CONTRACT! YOU ARE RESPONSIBLE FOR MAKING ALL PAYMENTS AS STIPULATED BELOW.

Please read carefully before initialing.

INITIALS _____ * It is very important that you notify cashiering when you register or make any changes to your schedule. You may be dropped from your classes if the Cashier's Office is not notified.

INITIALS _____ * It is very important that you notify cashiering if you become eligible for financial aid while enrolled in the STEPP program. If you do not, and then assume that financial aid will pay all or part of your tuition, classes may be dropped for nonpayment.

INITIALS _____ * The STEPP program requires a \$25.00 non-refundable application fee, which automatically applies for the entire quarter.

INITIALS _____ * Monthly payments are due to cashiering by the first (1st) of every month. If the 1st occurs on a holiday or weekend, payment is due the business day before the first.

Please note: If you have not enrolled in classes when the first (or second) payment is due for each quarter per table below, an estimate will be calculated based on the number of credits in which you plan to enroll and will be modified later as appropriate.

INITIALS _____ * First payment: A late fee of \$20.00 will be posted to your account if the first payment is made after the 10th of the month.

INITIALS _____ * Second payment: A late fee of \$20.00 will be posted to your account if the second payment is not made by the 10th of the month.

INITIALS _____ * Third payment: A late fee of \$20.00 will be posted to your account if the third and final payment is not received by the 10th of the month. You will be blocked until all fees are paid. Refunds for payments will follow published college policies and deadlines.

Student Signature: _____ Date: _____

Table with 4 columns: Summer Due Dates, Fall Due Dates, Winter Due Dates, Spring Due Dates. Rows list due dates from May 1 to April 1.

Please fax to (425) 564-6180