THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
TWO PART INSTALLMENT AGREEMENT
SPRING 2015

AMOUNT DUE

1. CURRENT TERM CHARGES:
A. Tuition, Fees, Housing, Meals After Financial Aid

$_____

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2. INSTALLMENT PAYMENTS:
(Item 1 divided by 2) $_____

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3. INSTALLMENT PAYMENT FEE: **$ 20.00**
(Non-refundable)

4. INTERNATIONAL STUDENT INSURANCE: $_____

5. INTERNATIONAL STUDENT FEE: $_____

6. ORIENTATION FEE(S) **$**_____

7. PAST DUE BALANCE:
(Must be paid in full) $_____

INSTALLMENTS

INSTALLMENT 1 – DUE 01/07/2015:
(Line 2 plus Lines 3 through 7) $_____

INSTALLMENT 2 – DUE 02/23/2015:
(Amount of Line 2) $_____

Financial Aid and/or credits from dropping a class may reduce a payment, but may not replace a payment

A $50.00 late payment fee may be assessed for each payment not paid in full by the due date.

Original must be returned to Bursar's Office by JANUARY 7, 2015

Date received by Bursars Office: _____

Received by: _____

INSTALLMENT AGREEMENT

I understand that I must be enrolled for a minimum class load of three hours to qualify for the installment plan.

I, the undersigned, do promise to pay to the University of Alabama in Huntsville the installment amount by the date specified. I understand that the amount includes an installment fee of $20.00.

I further understand that the balance of my account may be adjusted from time to time to reflect additional charges and/or credits.

I also understand that failure to make the required payment on the due date specified may result in the University taking one or more of the following actions against me:

- I may be withdrawn from the University.
- Evicted from University Housing.
- Ineligible to graduate or receive grades, transcripts or future installments.
- I may be subject to late payment charges, a reinstatement fee and/or an administrative handling fee.
- My account may be turned over to a collection agency and I will be responsible for any collection costs.

I understand that should I drop a class after the **drop for refund date (01/21/2015)** I am still responsible for the amount due.

I understand that my class schedule will **not** be canceled for failure to pay future installments, however a hold may be placed on my account.

I hereby agree and acknowledge that:

1) I understand that the amounts stated above are subject to correction for any errors contained therein and that I am responsible for the correct amounts as required by the Board of Trustees and current policies of the University.
2) I have read and will comply with the regulations of the University of Alabama in Huntsville in regard to the payments specified in this contract.
3) I agree to reimburse UAH the fees of any collection agency, which may be based on a percentage at a maximum of 33% of the debt, and all costs and expenses, including reasonable attorney's fees, we incur in such collection efforts.
4) By providing this telephone number, and telephone numbers listed on my account with the University of Alabama in Huntsville, I understand, agree and give express consent that the University of Alabama in Huntsville or anyone working on their behalf, including third party vendors, may contact me at the number provided by manually dialing the number or by using automated dialing technology
5) I will maintain a current mailing address with the University and will immediately advise the Bursar's Office of any changes of address.

_____
Student Signature Date

_____
Student Name (PRINT)

_____
Student Account Number

_____
Cell Phone Number