

The Seattle School

OF THEOLOGY & PSYCHOLOGY

Tuition Payment Plan

The Tuition Payment Plan allows you to pay your tuition in installments each month of the term. Fall and Winter term will consist of 3 payments and Spring term will consist of 2 payments. To take advantage of the Payment Plan, **complete this form and return it with your first payment to the Student Financial Services Office by 5:00pm on the first Friday of the trimester. There is a \$50 service fee added to the first payment for the plan.** All subsequent payments are due on the first Friday of each month. Payments made after the due date will be assessed a late fee for each late payment. The first payment must be made by the due date to qualify for the plan.

Payment Plan conditions:

- A \$50 service fee is charged.
- A new Tuition Payment Plan must be submitted each term.
- Eligibility will be rescinded and registration put on hold if tuition is owed for previous terms.
- Most forms of payment are accepted including credit and debit cards.
- A \$25 fee will be charged for any checks returned from the bank for insufficient funds.
- First payment is due with this form submission

Mail or drop off this form with first payment to:

The Seattle School of Theology & Psychology
 Student Financial Services Office
 2501 Elliott Ave · Seattle, WA 98121
 (206) 876-6117 · LAvila@theseattleschool.edu

Student Name Credits registered / Term

I, the undersigned, fully understand and agree to the terms and conditions of the Tuition Payment Plan. I have enclosed a check for the first installment amount as calculated. I also understand that the first installment of the term will include payment for a service fee of \$50 and the final installment will include any additional charges resulting from registration changes, late fees, etc. Withdrawal and refund policies will apply as described in the student catalog.

Student Signature Date

Total Tuition Due	1 st Payment + \$50. Fee	2 nd Payment	3 rd Payment
\$	\$	\$	\$
	Due 1 st Friday of the term	Due 1 st Friday of the month	Due 1 st Friday of the month