

**1. Student Information**

Student's Name: \_\_\_\_\_ Student's Daytime Phone Number: \_\_\_\_\_  
 Student's ID Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**2. Billing Information**

The "Bill Payer" is the person who will receive the monthly payment reminder and make the monthly payments. If the "Bill Payer" is the student, the payment reminder will be sent to the SVSU email address. If the "Bill Payer" is other than the student, the payment reminder postcard will be sent to the address noted.

Bill Payer's Name: \_\_\_\_\_  
 ( parent  guardian  student  other)

Bill Payer's Street Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Bill Payer's Phone: Day ( ) \_\_\_\_\_ - \_\_\_\_\_ Evening ( ) \_\_\_\_\_ - \_\_\_\_\_

**THE ADMINISTRATOR MUST FILL OUT SECTION 3, AND THE AMOUNT PAID**

**3. Payment Plan Schedule:**

Enter the total payment plan amount.  
 This is the total amount to be paid through the SVSU Cardinal Payment Plan.

Tuition & Fees \$ \_\_\_\_\_

Housing \$ \_\_\_\_\_

Less Financial Aid (\$- \_\_\_\_\_ )

**SEMESTER PLANS**

**FALL OR**  **WINTER**

**4 PAYMENTS**

FALL- July 1, July 27, September 1, and October 1

WINTER- November 30, January 5, February 1, and March 1

\_\_\_\_\_ **PAYMENTS**

FALL - \_\_\_\_\_ to October 1

WINTER - \_\_\_\_\_ to March 1

Total Payment Plan Amount \$ \_\_\_\_\_

Monthly Payment Amount \$ \_\_\_\_\_

If a class is added, payment must be made equivalent to the payments you've missed.

**4. Automatic Payments (ACH)**

Saginaw Valley State University offers Automated Clearing House (ACH) as a convenient and efficient way to make payments. SVSU will deduct regularly scheduled payments from your bank account. ACH transactions will appear each month as a debit on your bank statement. Please send a voided check with your imprinted account number.

Savings  Checking

**5. Payment Information**

The enrollment fee can be paid by check, money order, cash or credit card. Please make check or money order payable to SVSU. Mail enrollment form and payment to SVSU Cashier's Office, 7400 Bay Road, University Center, MI 48710.

**Enrollment Fee:**  \$70 **Semester of Enrollment** \_\_\_\_\_

- Payments are due on the due dates noted above. Failure to receive a payment reminder does not relieve your obligation to make timely payments.
- If you fail to meet the requirements of the Cardinal Payment Plan, you will not be eligible for the Cardinal Payment Plan for future semesters. SVSU reserves the right to increase your Cardinal Payment Plan due to the addition of classes.
- You must re-enroll and pay the enrollment fee each semester to participate in the Cardinal Payment Plan. This signed contract is for one semester only.

**6. Authorization: Student and Administator Agreement**

I understand that payments are due to SVSU on the dates indicated above. I understand if I am late for my July, August or September payments in Fall or my November or January payment in Winter, my courses will be dropped. If I am late for my Fall October or Winter February or March payment, a \$50 late fee will be assessed for each late payment. This late fee is non-refundable. I will be responsible for any collection costs.

The Bill Payer, indicated above, is entitled to pay the total Cardinal Payment Plan amount to SVSU in accordance with the indicated payment schedule. For ACH participants, by including a voided check and signing the enrollment form, I authorize SVSU to ACH debit the amount indicated on this enrollment form on the dates specified as the Cardinal Payment Plan due dates.

Payer or Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Administrator's Signature \_\_\_\_\_ Date \_\_\_\_\_