



Goshen College Financial Responsibility Agreement

Please place an X next to each applicable payment option:

_____ **OPTION 1** – I will pay in full for each term by cash, check, credit card, bank transfer, or Flywire (outside the US). Current payment due dates are listed online at goshen.edu/accounting-office/.

_____ **OPTION 2** – I have applied for **financial aid** (grants, scholarships, and loans) that will cover all or part of my tuition due. I have completed the following documents:

_____ FAFSA (and verification, if required) _____ Award Letter
_____ Entrance Interview _____ Promissory Note

_____ **OPTION 3** – I will pay my tuition through a Nelnet monthly payment plan. The enrollment fee per term is \$25 and there are no interest charges. I understand that I need to create a Nelnet user account (see www.MyCollegePaymentPlan/Goshen) and set up my plan on or before each term due date.

_____ **OPTION 4** – My employer or another third party is responsible to pay part or all of my tuition. I give Goshen College permission to discuss my financial and/or academic information, and send a copy of my bill to:

Name: _____

Address: _____

I agree to the following:

- I will monitor MyGC (<http://my.goshen.edu>) and my school email account, where I will receive billing notices and monthly student account summaries when the balance is other than zero.
- I am responsible for making timely payments to cover all charges, and will be subject to late payment charges if a payment is not received by the College by the published due date. Administrative, clerical or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of my registration at Goshen College.
- I will notify the Accounting Office of any changes to my program, registration, my address or responsible party’s address;
- If payment is not received in a timely manner for any charges, I understand that my account will be placed on hold in keeping with College policy. I will not be allowed to register, make changes to an existing registration or receive a diploma or transcript until my account is paid in full.
- Any unpaid charges left on my student account are subject to collection action and fees as outlined on page 2 of this document. Collection costs include attorney's fees and all expenses incurred by Goshen College.
- I understand that, if my employment changes or if any other circumstances change, I am responsible for payment of any outstanding balance.

My signature confirms my payment option and also indicates that I have read and agree to the above information and important billing information on the page 2 of this document.

Student Signature _____ Date _____

Printed Name _____ Student ID _____

A copy of the completed form must be provided to the Accounting Office.

IMPORTANT BILLING INFORMATION

I understand that no paper copies of the term tuition bill will be mailed to me. An announcement will be made through email when bills are ready, and it is my responsibility to go online to MyGC (my.goshen.edu), click on "My Bill," and retrieve my bill. To avoid a \$75 late payment fee, I need to enroll in one of the payment plans before the term due date. My payment confirms my course registration. In order to guarantee my seat in class, full payment of any balances due must be completed by the term due date. All applications for financial aid must be submitted two weeks prior to the payment due date. In special situations, an individualized payment plan can be arranged directly with the Accounting Office for a \$100 fee.

PAYMENT OF FEES/PROMISE TO PAY

I understand that when I register for any class at Goshen College ("GC") or receive any service from Goshen College, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services. I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which GC is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date.

I understand and agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule at <https://www.goshen.edu/financial-aid/refund-policy/>. I have read the terms and conditions of the published tuition refund schedule and understand those terms are incorporated herein by reference. I further understand that my failure to attend class or receive a bill does not absolve me of my financial responsibility as described above.

DELINQUENT ACCOUNT/COLLECTION

Financial Hold: I understand and agree that if I fail to pay my student account bill or any monies due and owing GC by the scheduled due date, GC will place a financial hold on my student account, preventing me from registering for future classes, getting official transcripts, or receiving my diploma.

Late Payment Charge: I understand and agree that if I fail to pay my student account bill or any monies due and owing GC by the scheduled due date, GC will assess late payment fees and/or finance charges at the rate of 12% APR every month on the past due portion of my student account until my past due account is paid in full.

Financial Suspension: All Goshen College students are required to keep current on their accounts, regardless of class, program, or degree. Accounts must be paid in full or have a payment plan in place to cover the entire cost of the term by the due date. Students who owe for previous semesters will be removed from class rosters immediately after the due date for the upcoming term, unless a special waiver is granted by the Accounting Office. If a payment plan failure or loss of financial aid occurs mid-term, I will set up a new payment plan with the Accounting Office within two weeks. Failure to do so will result in being removed from current class rosters. Appeals to financial suspension may be made to the Vice President for Finance.

Collection Costs: I understand and accept that if I fail to pay my student account bill or any monies due and owing GC by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, GC may refer my delinquent account to a collection agency. I further understand that if GC refers my student account balance to a third party for collection, a collection fee will be assessed and will be due in full at the time of the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law. For purposes of this provision, the third party may be a debt collection company or an attorney. If a lawsuit is filed to recover an outstanding balance, I will also be responsible for any costs associated with the lawsuit such as court costs, attorney's fees, or other applicable costs. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

COMMUNICATION

Method of Communication: I understand and agree that GC uses email as an official method of communication with me, and that therefore I am responsible for reading the emails I receive from GC on a timely basis.

Contact: I authorize GC and its agents and contractors to contact me at my current and any future cellular phone number(s), email address(es) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to GC, or to receive general information from GC. I authorize GC and its agents to use automated telephone dialing equipment, artificial or prerecorded voice or text messages, and personal calls and emails, in their efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cellular telephone using automated telephone dialing equipment by submitting my request in writing to the Accounting Office or in writing to the applicable contractor or agent contacting me on behalf of GC.

Updating Contact Information: I understand and agree that I am responsible for keeping GC records up to date with my current physical addresses, email addresses, and phone numbers by contacting the GC Accounting or Development offices. Upon leaving GC for any reason, it is my responsibility to provide GC with updated contact information for purposes of continued communication regarding any amounts that remain due and owed to GC.

ENTIRE AGREEMENT

This agreement supersedes all prior understandings, representations, negotiations and correspondence between the student and GC, constitutes the entire agreement between the parties with respect to the matters described, and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by GC if the modification is signed by me. Any modification is specifically limited to those policies and/or terms addressed in the modification.