



PAYMENT PLAN

PAYMENT PLAN TERMS AND CONDITIONS

Student accounts, for pre-registered students, are due one (1) week before the first day of classes. For students who are not pre-registered, account balances are due on the day you register for classes. However, in light of special financial circumstances, the University offers a monthly Payment Plan to qualified students. There is a non-refundable fee of \$30.00 (per semester), which is applied along with your first payment.

Payments are generally calculated in four equal installments. The following is an example of how this works:

In December you receive a bill for \$1,200.00. You would then divide the \$1,200.00 into four equal payments of \$300.00, plus the \$30.00. Your first payment due would be \$330.00. If your charges do not change, the remaining three payments would be \$300.00.

If there are any changes to your invoice after your enrollment in the plan, for example, bookstore charges, financial aid, change of classes, etc., the subsequent payments will be adjusted and reflected on your remaining statements.

Please be aware that a Payment Plan is for one semester only. Students must sign a new plan for each semester.

UMFK Payment Plan Schedule	
January 15 (spring) or September 15 (fall)	1st Payment Due
February 15 (spring) or October 15 (fall)	2nd Payment Due
March 15 (spring) or November 15 (fall)	3rd Payment Due
April 15 (spring) or December 15 (fall)	4th Payment Due

You are responsible for remitting payments on time, in accordance with the monthly payment plan schedule. A \$50.00 late fee is charged each month if your balance is not paid in full. Payments may be made by cash, check, Visa, Debit Card and MasterCard. We no longer accept Discover or American Express.

To participate in the Payment Plan, please complete the reverse side of this form and return it to the UMFK Business Office along with your first payment due.

UMFK PAYMENT PLAN APPLICATION FORM

I wish to participate in the UMFK payment plan for the:

_____ Spring semester _____ Fall semester _____ Summer semester

Student Name: _____

Student Id#: _____

Billing Address & Email Address:

Student Signature: _____ Date: _____

I agree to the terms of the Payment Plan, spreading the semester's expenses into four interest free installment payments. Additionally, I agree to pay an initial enrollment fee of \$30.00, which is applied with the first installment payment. I understand that I will receive email reminders regarding my payment plan. I agree to reimburse UMFK for the fees of any collection agency, which may be based on a % at a maximum of 33% of the debt, and all cost and expenses, including attorney's fees that UMFK incurs in such collection efforts.

UMFK Payment Plan	
Total amount subject to the payment plan	\$
Enrollment fee	\$30.00
Payment amount (total amount ÷ 4)	\$
First payment to be paid no later than _____	\$

If you have any questions or concerns in completing the above form or any questions relating to the payment plan, please call the Business Office at (207) 834-7552 for assistance.

Submit to: UMFK OneStop
23 University Drive
Fort Kent, ME. 04743