

Lawrence University

Student Payment and Disclosure Statement

1. The payment of all tuition and fees becomes an obligation upon registration at Lawrence University (hereafter referred to as "the University"). The Federal Truth-in-Lending Act requires complete disclosure of the terms and conditions controlling payment of the student's obligations. In order to comply with those federal statutes and regulations, the University requests that the student carefully review the following disclosures, terms, and conditions before signing this agreement. If the student has any questions, he/she should call Student Accounts at 920-832-6547.
2. This payment agreement will cover the student's financial obligations to the University for so long as the student continues to incur obligation to the University and/or has an outstanding balance on his/her account. If the student signs more than one payment agreement and disclosure statement, the agreement and statement which was last executed shall control the payment of the student's financial obligations to the University. This agreement and disclosure statement supersedes all tuition and housing agreements previously signed by the student. The University reserves the right to modify the terms and conditions of this payment agreement prior to registration for any term by sending a written notice to the student at his/her last known home address. The student is responsible for providing the Registrar's Office with his/her home address and phone number. The student shall inform the Registrar's Office of any changes to his/her home address or phone number.
3. Billing statements will be available approximately three weeks prior to the start of the term. Monthly statements are generated after the term begins. Tuition and Fee bills are delivered electronically through Voyager. **NO PAPER BILLS ARE SENT.** You do not need a statement to pay by the due date. Voyager will show your balance due regardless if a billing statement has been generated. Students are responsible for accessing billing information in Voyager. Email notifications are sent as a courtesy when billing statements are generated. Not receiving an email notification does not excuse late payments.
4. The University will use a monthly periodic rate of 1%, which corresponds to an ANNUAL PERCENTAGE RATE OF 12%. The FINANCE CHARGE is computed on the BALANCE SUBJECT TO FINANCE CHARGE. The BALANCE SUBJECT TO FINANCE CHARGE is computed by deducting from the total charges, all payments or credits of any kind made during the term to the end of the current billing period. The charge will be assessed on all accounts 30 days past due.
5. Prior to the completion of registration, the student shall pay any prior obligations due on his/her account. An account that has a delinquent balance at the time the student schedules classes for the following term prohibits the student from completing the registration process until the account is paid-in-full or a payment arrangement has been approved by Financial Services. In the event payment arrangements have been made, a conditional registration is signed by Student Accounts and by the student, specifying that the account will be paid no later than the sixth week of that term.

6. The University has the right to take steps to collect the balance, including but not limited to the following: prohibiting the student from scheduling classes for the following term, placing the student on administrative leave, withholding academic transcripts and diplomas until the balance is paid; turning over the student's account to a collection agency; and taking legal action to collect the balance due. The student authorizes the University to release financial information about his/her account to those concerned with collecting the balance owing. If the University incurs any expenses in collecting the student's account, the student shall pay all the University's cost of collection. This includes, but is not limited to, a collection agency fee and/or reasonable attorney's fees.
7. The University offers a monthly payment plan. Please see the separate Monthly Payment Plan agreement for details.
8. The Lawrence University Course Catalog details the refund policy.

This agreement shall remain in effect for the duration of the individual's enrollment at Lawrence University.

Student Name _____

ID# _____

Address _____

City/State/Zip _____

Student Signature _____

Date _____