Office of Student Finance

Tuition Reimbursement Deferred Payment Plan

Student Name SSN# Student ID#

_____ _____ _____

Address City/State/Country Zip Code

TERMS & CONDITIONS

I am employed by _____, where I am eligible for coverage by a tuition reimbursement plan. Attached is a letter from my employer verifying my employment and eligibility in my employer's tuition reimbursement program. Therefore, I request an extension for my _____ semester/session tuition until grades are issued.

In return for permission to continue in attendance, **I promise to pay my tuition account in full within three weeks after the end of the semester, whether or not the total amount of my tuition obligation has been issued to me by my employer.** If my employer requires a transcript for payment, Long Island University will release a transcript to them, pending my written request for one and payment of the $7.00 fee. I further understand that I will not receive my student transcript until the amount of my tuition is paid-in-full.

I understand that I may not be granted any future Tuition Reimbursement Deferred Payment Plans until this balance has been paid. I understand and agree to the terms and conditions of the Tuition Reimbursement Deferred Payment Plan of Long Island University and acknowledge that this agreement is a binding obligation even though I may be under 21 years of age.

I further understand that if any of my reimbursement benefits are reduced or denied, I am responsible for all indebtedness involved. I agree to pay all collections costs, attorney's fees and disbursements should the University turn this account over to an outside collection agency. I also agree to pay a $50.00 late payment fee if my payment is delinquent.

I UNDERSTAND AND AGREE TO ALL OF THE FOREGOING TERMS AND CONDITIONS:

Student Signature _____ Date_____

University Representative Date

After completing this form, please mail or fax to your campus bursar.

Student Name SSN# Student ID#

_____ _____ _____

Address City/State/Country Zip Code

TERMS & CONDITIONS

Please note that you can also pay your bill online using your MyLIU account at https://my.liu.edu

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