



Office of Student Financial Services

Third Party Payment Plan Enrollment Form

Student Name _____

Email _____

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 \$5.00 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 AGREE TO ALL OF THE FOREGOING TERMS AND CONDITIONS:

Student Signature _____

Date _____

University Representative _____

Date _____

Please complete this form and mail to the Office of Student Financial Services on your Campus

LIU BROOKLYN AND HUDSON CAMPUSES

Integrated Student Financial Services

1 University Plaza

Brooklyn, NY 11201

T: (718) 488-1037

F: (718) 488-3343

Email: isfs@brooklyn.liu.edu

LIU POST, BRENTWOOD & RIVERHEAD CAMPUSES

Office of Student Financial Services

720 Northern Boulevard

Brookville, NY 11548

T: (516) 299-2323

F: 516-299-3833

Email: post-sfs@liu.edu