

## Payment Plan Application

Students can request to utilize a payment plan to pay all or a portion of registration costs during a term. Payments are due on the 10th of the month beginning the month in which the term begins. There is a \$40 non-refundable set up fee each term a payment plan is utilized.

Students identify the amount and the term they want to pay on the plan. Approved Financial Aid will be taken into account for the overall budget. Students must sign / return the Payment Plan Agreement.

Students will need to request / complete a new plan agreement with Student Services for each applicable term.

### Terms and Conditions

With my signature below, I voluntarily enter into a payment plan agreement ("the plan") with Antioch University New England (AUNE). If approved, AUNE will establish the plan for me for the amount of \$ \_\_\_\_\_ for the \_\_\_\_\_ term. I will be advised when the plan is established.

**Setup Fee** I will be charged a \$40 non-refundable setup fee each term in which I use the plan. No interest is charged.

**Payment Amounts** Each payment amount will be a portion of the registration charges (including the non-refundable setup fee), less estimated financial aid and other deductions. If I request enrollment in a plan after the start of a term, the payment schedule will align in accordance with the remainder of time available in the term. Once the plan is established, the terms of the plan can be viewed in *AUView / View Account and Make Payments*. Payments are due in accordance with the schedule noted.

Changes to my registration (financial aid or other student account activity increases or decreases) affect the amount I owe on my student account. I will need to contact the Student Services Office for a plan adjustment.

I am responsible for making timely payments as outlined in my plan.

**Making Payments** All payments must be made in U.S. dollars, either online in *AUView / View Account and Make Payments*, by mail or phone or in person to the Student Services Office.

**Late Payments** Payments are due as shown in the Payment Schedule listed in *AUView / View Account and Make Payments*. I may be charged a \$50 late payment fee each month in which I do not pay the minimum payment amount due by the payment date or when my account is in a past-due status.

**Cancellation of Plan** I may cancel my participation in this plan at any time by submitting written notification to the Student Services Office. Cancellation of the plan does not relieve me of my responsibility for paying all charges on my student account. My plan may be cancelled if I do not pay an installment by the tuition payment deadline.

**Denial of Use** I may be denied the use of a payment plan if I incur more than one late payment fee in a term or for any other reason deemed necessary to protect my interests or those of the university.

**Fiscal responsibility** I am liable for paying all charges on my student account. Payment of registration charges is not dependent upon satisfactory performance or level of satisfaction therein. Failure to remit full payment of such charges may result in all costs, expenses and fees incurred by the University or its assignees in collecting or attempting to collect this debt being added to my account balance. Costs, expenses and fees include, but are not limited to, collection agency and attorney fees, court costs and other out-of-pocket expenses.

**I have read and fully understand and agree to the Terms and Conditions of this Payment Plan Agreement.**

Student ID \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Antioch University New England, Attn Student Services Office  
40 Avon Street / Keene, NH 03431  
603.283.2490  
studentaccounts.ane@antioch.edu