Bookstore Account Agreement

I authorize Antioch University Seattle ("AUS") to release to the Antioch University Seattle Online Bookstore ("the Bookstore"), managed by MBS Direct, pertinent minimum personal and eligibility information to establish a bookstore account in my name that enables me to charge to my student account the cost of textbooks purchased at the Bookstore prior to the start of each term.

Activation of Account: I understand that AUS will activate my bookstore account each quarter once I have met at least one of the following conditions:

1) I must be registered for the minimum number of credits that qualifies me to receive financial aid *and* have established certified financial aid that exceeds the total tuition and fee charges on my student account.
2) I am registered for classes and have submitted to the Student Accounts Office a third party authorization for bookstore purchases.

I understand that when my account is activated, the Student Accounts Office will send an AUS email to me that describes the expiration date of the account that term and general instructions for using the account.

Account Limit: I understand that my bookstore account charge limit will be the estimated financial aid funds available to me after the deduction of tuition and fees, up to the maximum account limit (currently $500) authorized by AUS. The account limit for a bookstore account established with a third party authorization will be the amount noted in the authorization.

Adjustments to Account Limit: I understand that adjustments to registration charges, financial aid eligibility or other factors may cause AUS to reduce or cancel my bookstore account charge limit, and that I am responsible for knowing my eligibility for financial aid and other financial resources, and the tuition, fee and bookstore charges I incur. I will not hold AUS liable for any miscalculation of my bookstore account limit, or for any bookstore charge reported and charged to my student account after my financial aid or other funding has been disbursed.

Responsibility for Payment: I understand that all bookstore account charges that I incur will be transferred to my student account and that I am responsible for paying all charges on my student account, subject to the AUS Student Financial Policies. I understand that late payment fees may be added to my student account for each month it remains unpaid, and that my student account will be subject to collection actions should it remain unpaid for 120 days. I understand that all costs, fees and expenses (including but not limited to collection agency fees, reasonable attorney fees, court costs and other out-of-pocket expenses) incurred by AUS in attempting to collect the debt will be added to my account balance.

Cancellation of Agreement: I understand that I may cancel this agreement at any time by providing written notification to the Student Accounts Office. I understand that AUS may cancel this agreement at any time there is a change to my eligibility, my enrollment terminates due to graduation or withdrawal from the university, or for any other reason it deems necessary to protect my interests or those of AUS.

Financial Aid Recipients: I authorize the use of my pending Title IV federal financial aid to pay the cost of textbooks charged to my bookstore account.

I understand that AUS reserves the right to change the terms of this program at any time without prior notice.

I have read and understand this agreement.

_____ _____

Student Signature Date

_____ _____

Printed Name Student ID number

Return this completed agreement to:

Antioch University Seattle
Attn Student Accounts
2400 3rd Ave, Suite 200
Seattle WA 98121

Fax to (206)-268-4242
Scan and email to:
studentaccounts.aus@antioch.edu

Office Use: BACH _____ 30BKS_____ Excel_____ MBS Direct_____