

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE
TWO PART INSTALLMENT AGREEMENT
SPRING 2010

AMOUNT DUE

1. CURRENT TERM CHARGES:

A. Tuition and Fees: \$ _____

B. Housing: \$ _____

C. Meal Ticket: \$ _____

D. Total: \$ _____

2. INSTALLMENT PAYMENTS:

(Line D divided by 2) \$ _____

3. INSTALLMENT PAYMENT FEE: \$ **20.00**
(Non-refundable)

4. INTERNATIONAL STUDENT INSURANCE: \$ _____

5. INTERNATIONAL STUDENT FEE: \$ _____

6. ORIENTATION FEE(S) \$ _____

7. PAST DUE BALANCE: \$ _____
(Must be paid in full)

7. FIRST INSTALLMENT: \$ _____
(Line 2 plus Lines 3 through 7)

FIRST INSTALLMENT DUE:
JANUARY 11, 2010

8. SECOND INSTALLMENT: \$ _____
(Amount of Line 2)

BALANCE DUE:
FEBRUARY 23, 2010

A \$50.00 late payment fee will be assessed for each payment not paid in full by the due date.

**Original must be returned to the
Bursar's Office by JANUARY 11, 2010**

Date received by Bursars Office: _____

Received by: _____

INSTALLMENT AGREEMENT

I understand that I must be enrolled for a minimum class load of three hours to qualify for the installment plan.

I, the undersigned, do promise to pay to the University of Alabama in Huntsville the installment amount by the date specified. I understand that the amount includes an installment fee of \$20.00.

I further understand that the balance of my account may be adjusted from time to time to reflect additional charges and/or credits.

I also understand that failure to make the required payment on the due date specified may result in the University taking one or more of the following actions against me:

- I may be withdrawn from the University.
- Evicted from University Housing.
- Ineligible to graduate or receive grades, transcripts or future installments.
- I may be subject to late payment charges and a reinstatement fee or an administrative handling fee.
- My account may be turned over to a collection agency and I will be responsible for any collection costs.

I understand that should I drop a class after the **drop for refund date (01/25/2010)** I am still responsible for the amount due.

I understand that my class schedule will **not** be canceled for failure to pay future installments, however a hold will be placed on my account.

I hereby agree and acknowledge that:

- 1) I understand that the amounts stated above are subject to correction for any errors contained therein and that I am responsible for the correct amounts as required by the Board of Trustees and current policies of the University.
- 2) I have read and will comply with the regulations of the University of Alabama in Huntsville in regard to the payments specified in this contract.
- 3) I will pay all collection agency costs, attorney's fees and other costs and charges necessary for the collection of any amount not paid when due.
- 4) I will maintain a current mailing address with the University and will immediately advise the Bursar's Office of any changes of address.

Student Signature Date

Student Name (PRINT)

Student Account Number

Cell Phone Number

Permanent Phone Number