



Northwest
UNIVERSITY

Program / Year/ Term

- | | |
|---|--|
| <input type="checkbox"/> Undergrad | <input type="checkbox"/> Fall / 20__ |
| <input type="checkbox"/> Adult Evening | <input type="checkbox"/> Spring / 20__ |
| <input type="checkbox"/> Graduate Program | <input type="checkbox"/> Summer / 20__ |

Special Tuition Rate

Name _____ ID# _____

Email _____ Cell Phone # _____

Major _____ Concentration/Endorsement/Minor _____

Graduation Year _____

Tuition Rate Package:

- Alumni Audit** (*Eligible for 1 (one) per Academic Year*): \$ Zero Tuition Charge
 ➤ *Student Account must be in good Standing*

Alumni are welcome to audit one University course per academic year with no charge. All Traditional and Adult Evening courses are available to audit however, restrictions may apply due to class enrollment limits. Deadline to apply for the Alumni Audit is the last day of the course add/drop period. Course fees may apply

Requested Courses

Dept (ARTE)	Number (1022)	Section (00)	Course Title	Credit	Permission (if required)
Total					

Student Signature _____ **Date** _____

Advisor's Review _____ **Date** _____

Registrar's Office _____ **Date** _____

**SEE NEXT PAGE FOR MASTER FINANCIAL AGREEMENT
- SECOND SIGNATURE REQUIRED -**

Notifications:
 ___ Acctg ___ Student Accts
 ___ Fin'l Aid ___ VA
 ___ Computer ___ Date

Northwest University Master Financial Agreement

1. I agree that I will repay any amounts owed to Northwest University (the "University") according to the terms of this agreement ("Agreement").
2. I understand and agree that by registering for classes each semester, I will incur tuition costs and fees. I also understand that I am responsible for any other charge I incur, including, but not limited to, charges for adding and dropping classes, room & board charges, fees, late fees, adjustments to financial aid, long distance phone charges, bookstore purchases, fines, etc. All amounts I owe the University should be placed on my student account.
3. I will pay in full all of my tuition cost and fees not later than the first day of each semester, and pay in full any outstanding balance, other charges, fees, costs, adjustments, etc., not later than the first day of the month following the month in which the charge was incurred ("payment due date").
4. I understand that I may seek arrangements with other financial institutions to make payments on an installment plan.
5. I understand and agree that the offering of financial aid does not assume the disbursement of funds and it is solely my responsibility to confirm the application of financial aid and credits to my student account.
6. I understand and agree that if I become delinquent in payment of my student account, the University may suspend my long distance telephone, internet, meal and/or housing privileges, I may be suspended from class, or I may be withdrawn from the University, as set forth in the University's then current catalog, with I understand and agree is subject to change in the University's sole discretion, at any time.
7. **I agree that A LATE PAYMENT FEE will be charged to my student account if payment in full is not received by the payment due date as follows:**

Outstanding Balance	Late Fee
\$25.00-\$199.99	\$50.00 (or the amount owed, whichever is less)
\$200.00 or greater	\$100.00

8. I understand that if I register for a semester but I do not attend classes and wish to cancel my registration, I must do so in writing to the Registrar's Office prior to the start of each semester, and I will pay a \$25 cancellation fee. If I register for a semester and do not attend classes but wish to cancel registration after the start of each semester, I will be responsible for paying a cancellation fee of \$125. I understand and agree that these fees may be charged in the University's sole discretion and that the current fee should be published in the University's then current catalog, or by an amendment to the catalog.
9. If I register for a semester and attend classes but later wish to withdraw from classes, I will be subject to the withdrawal policy as set forth in the then current University catalog (or by amendment to the catalog), which catalog I agree is subject to change in the University's sole discretion, at any time.
10. I authorize the University to pursue payment of my account using means it deems appropriate. In the event that I do not pay in full amounts owed on my student account by the payment due date, I understand that the University may assign the unpaid balance to a third party collection agency. I agree to pay the administrative fees and/or collection fees charged by the collection agency and allowed by law, which may be added to my account at that time. Should further assistance be required to collect amounts I owe, I agree to pay any additional expense incurred in the collection or attempted collection of the amounts I owe, including, but not limited to, reasonable cost of collection, attorney fees, expenses and court costs.
11. I understand that neither official academic transcripts nor my diploma will be released until my account with the University has been paid in full.
12. I understand this document will remain in effect for all semesters in which I am considered a student, as defined by the then current University Catalog. The terms of the Agreement remain in effect even if I am no longer a student at the University.

I certify that the information and/or preferences contained in this document are correct and accurate to the best of my knowledge.

Student Name (please print) _____

Address _____ **Phone** _____

Student Signature _____ **Date** _____