Middlesex Community College Spring 2019
4 Installment Pay Plan
Enrollment: Bill Due Date or by February 15, 2019 *whichever comes first*
Note: This plan is only available to students enrolled in credit-based courses.

Enrollment Fee: 7 or more credits $30
6 or less credits $15

Student Information (please print):

First Name: _____ Last Name: _____ Student's ID # : _____

Bill payer's information if it is someone other than the student:

First Name: _____ Last Name: _____

Street: _____ Apt. #: _____

City: _____ State: _____ Zip Code: _____

I give permission to Middlesex Community College to release my billing information to the "Payer" listed above for the current term. (If you have provided a "Payer" but do not sign below we will send the bill directly to you.)

Student Signature: _____ **Date:** _____

Determine Your Plan Amount and Initial Payment Needed to Enroll:

This worksheet must be completed for an account to be established.
You must include the first payment with your completed enrollment form.

Note: Health insurance and previous balances cannot be included in Box A.

A. Total Amount of Tuition and Fees _____

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B. Monthly Payment Calculation _____ ☐ **MASSPIRG waiver check off box**
(Total Amount Due/ 4)

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C. Balance to Be Billed Later by MCC _____
(A-B = C)

Future Payments Will Be Due: 3/15/19, 4/15/19, 5/15/19

D. First Payment = _____ + _____ = _____
Box B — **Enrollment Fee:** 7 credits or more + $30; 6 credits or fewer + $15 — **Amount Due**

Please Make Check Payable To:
Middlesex Community College
Student Accounts Office
591 Springs Road
Bedford, MA 01730-1197

Terms and Conditions:

To establish your MCC PayPlan account, you must send your completed enrollment form, enrollment fee and initial payment on or before the due date of your initial bill. **Enrollment fees are non-refundable.** We may make modifications to your plan as part of our overall billing process. **A $10 late fee will be assessed for each delinquent payment for those enrolled in 6 credits or less. A $20 late fee will be assessed for each delinquent payment for those enrolled in 7 credits or more.** If you are delinquent with your plan a hold will be placed on your account which will prevent you from registering and receiving grades/transcripts. Once your plan is current this hold will be removed. An additional $20 fee will be assessed for any check written that is not honored.

Unpaid accounts will be referred to collections and/or the Commonwealth of Massachusetts State Intercept Program; the student will be responsible for any and all additional costs.

By signing below I state that I have read and will comply with the Terms and Conditions listed above.

_____

Student Signature **Date**