Employee Reimbursement Payment Plan Policy 2009-2010

The University of Tampa allows students eligible for tuition benefits from their employer to defer payment of their tuition costs.

The University of Tampa will allow students to complete the registration process with payment of 50% of the total tuition and full fee cost along with submission of a completed contract. The remaining tuition balance is due 30 days after the last day of the semester. Contract submissions made after the student has made their registration payment will become effective for the upcoming term.

A contract must be submitted for each academic year. The contracted year begins with the Summer Session and continues through the May Inter-Session of the following year.

Miscellaneous charges (e.g. drop/add fee, parking decal or parking tickets) must be paid as the student incurs these costs and/or upon notification.

Failure to remit payment as requested will result in a stop order on future registrations. The University requires payment by the student regardless of whether the company has reimbursed the student.

Refunds will be processed for the actual credit on the student’s account.

The student’s account must be paid in full for the release of official transcripts.

In the semester that the student graduates, any remaining balance must be paid two weeks prior to commencement for the timely release of their diploma.

Students receiving any source of financial aid (loans, grants, scholarships) are not eligible to participate in the Employee Reimbursement Payment Plan.

### Mandatory/Miscellaneous Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Returned Check Fee</td>
<td>$25.00</td>
</tr>
<tr>
<td>Student Service Fee</td>
<td>$35.00</td>
</tr>
<tr>
<td>Change of Schedule Fee (drop/add/withdrawal)</td>
<td>$25.00</td>
</tr>
<tr>
<td>Vehicle Registration</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

### Payment Dates 2009-2010

<table>
<thead>
<tr>
<th>Term</th>
<th>Mail in Due Date</th>
<th>Deferred Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Session I</td>
<td>May 8, 2009</td>
<td>August 3, 2009</td>
</tr>
<tr>
<td>12 Week Session</td>
<td>May 8, 2009</td>
<td>September 14, 2009</td>
</tr>
<tr>
<td>Summer Saturday MBA Session</td>
<td>May 8, 2009</td>
<td>September 8, 2009</td>
</tr>
<tr>
<td>Summer Session II</td>
<td>June 29, 2009</td>
<td>September 14, 2009</td>
</tr>
<tr>
<td>August Intersession</td>
<td>August 10, 2009</td>
<td>September 28, 2009</td>
</tr>
<tr>
<td>Fall Semester</td>
<td>August 3, 2009</td>
<td>January 15, 2010</td>
</tr>
<tr>
<td>Winter Intersession</td>
<td>December 18, 2009</td>
<td>February 15, 2010</td>
</tr>
<tr>
<td>Spring Semester</td>
<td>December 18, 2009</td>
<td>June 6, 2010</td>
</tr>
<tr>
<td>Spring Intersession</td>
<td>May 7, 2010</td>
<td>June 20, 2010</td>
</tr>
</tbody>
</table>
ID Number _______________________

Employee Reimbursement Payment Plan Contract 2009-2010

I, ________________________________________________ understand that:

• This line of credit is for one year; starting with Summer Session I 2009 and continues through the May Inter-Session 2010.

• Payment is due on a semester basis. The first half is due by Final Registration of each semester. The second half is due thirty days after the last day of the semester as noted in the Registrar’s calendar.

• If my check is returned for any reason, it will constitute non-payment and may result in the cancellation of my class schedule.

• Any charges(s) not covered by this plan will need to be paid upon notification by the Bursar’s Office.

• If the required payment is not made when due, the University may cancel my installment plan and require the total account balance to be paid in full.

• Should I default on this line of credit; the University will require me to pay all cost of collections, attorney fees and court costs.

• The University, for collection purposes, will disclose to the credit bureau organization relevant information pertaining to this line of credit.

• The University reserves the right to change any or all charges as the circumstances dictate for tuition, fees and payment due dates.

• My account must be fully satisfied for the release of my transcript(s) and diploma.

• All contracts are subject to review and approval by The University of Tampa.

• I am held financially responsible for my costs incurred from the University of Tampa.

__________________________________________
Student’s Name (print)

__________________________________________
Student ID Number

__________________________________________
Home Address

__________________________________________
City State Zip

__________________________________________
Business Address

__________________________________________
Business Telephone Number

__________________________________________
Home Telephone Number

__________________________________________
Email Address

I understand and agree to the stated terms and conditions, and the policy noted on the back of this contract.

__________________________________________
Student’s Signature

_______________________________
Date

Contracts need to be signed and returned with your initial registration.