



PAYMENT PLAN

PAYMENT PLAN TERMS AND CONDITIONS

Student accounts, for pre-registered students, are due one (1) week before the first day of classes. For students who are not pre-registered, account balances are due on the day you register for classes. However, in light of special financial circumstances, the University offers a monthly Payment Plan to qualified students. There is a non-refundable fee of \$30.00 (per semester), which is applied along with your first payment.

Payments are generally calculated in four equal installments. The following is an example of how this works:

In December you receive a bill for \$1,200.00. You would then divide the \$1,200.00 into four equal payments of \$300.00, plus the \$30.00. Your first payment due would be \$330.00. If your charges do not change, the remaining three payments would be \$300.00.

If there are any changes to your invoice after your enrollment in the plan, for example, bookstore charges, financial aid, change of classes, etc., the subsequent payments will be adjusted and reflected on your remaining statements.

UMFK Payment Plan Schedule	
Jan. 15 (spring) May 15 (summer) Sept. 15 (fall)	1 st Payment Due
Feb. 15 (spring) June 15 (summer) Oct 15 (fall)	2 nd Payment Due
March 15(spring) July 15 (summer) Nov. 15 (fall)	3 rd Payment Due
April 15 (spring) Aug. 15 (summer) Dec. 15 (fall)	4 th Payment Due

You are responsible for remitting payments on time, in accordance with the monthly payment plan schedule. A \$50.00 late payment fee is assessed if payments are not timely. Payments may be made by cash, check, debit cards, Visa, MasterCard and Discover.

To participate in the Payment Plan, please complete the reverse side of this form and return it to the UMFK Business Office along with your first payment due.

UMFK PAYMENT PLAN APPLICATION FORM

I wish to participate in the UMFk payment plan.

Student Name: _____

Student Id#: _____

Billing Address & Email Address:

Student Signature: _____ Date: _____

I agree to the terms of the Optional Payment Plan, spreading the fall semester's expenses into interest free installment payments. Additionally, I agree to pay an initial enrollment fee of \$30.00, which is applied with the first installment payment.

UMFK Payment Plan	
Total amount subject to the payment plan	\$
Enrollment fee	\$30.00
Payment amount (total amount ÷ 4)	\$
Total enclosed	\$

If you have any questions or concerns in completing the above form or any questions relating to the payment plan, please call the Business Office at (207) 834-7552 for assistance.

Please submit payment plan forms to:

University of Maine Fort Kent
Business Office
23 University Drive
Fort Kent, ME. 04743