Spring 2017 Application for Credit Against Employer Tuition Reimbursement Plan

With this application, I also have included:

1) A letter from my company indicating that I am in good standing with the company and that I am eligible to receive tuition reimbursement benefits.

2) A clear breakdown of the tuition reimbursement parameters per my employer’s policies. This should include at a minimum: the maximum benefits per calendar or academic year, costs covered by the company (tuition, registration fees, etc.), and if applicable, the amount of tuition reimbursement provided contingent upon grades earned.

Please retain a copy of your application and supporting materials for your reference and records.

Disclosure Statement
I understand that withdrawal from courses or from the University will not alter my obligation to pay any portion of the full charges that are not officially canceled.

I understand that the University may withhold all academic privileges (including registration materials, grades, transcripts, and all information regarding my record) if I am in arrears in the payment of fees or other charges.

If the University refers any unpaid accounts for collection, I will be held responsible for all associated charges including attorney’s fees of up to one-third of the balance, to the full extent permitted by law.

I agree to pay the amount due in Box #3 from page 2 by January 16, 2017, and the amount deferred from Box #2 on page 2 (plus any interest accrued) by June 30, 2017.

Itemization of Amount Deferred
The full amount deferred (Box #2 on page 2) will be credited toward tuition and/or registration fees.

Terms
See terms (on page 2) for information about late payments, scheduled payment dates, and penalties.

Annual Participation Rate
To participate in this plan, you will pay a fee equal to 12% per annum (1% per month) of the total amount deferred for each month of the semester in which plan participation occurs. This fee will appear as a finance charge on your account and will be due by May 19, 2017 with the total payment of the amount deferred.

Late Charges
If you fail to pay the portion of your bill that was not deferred by January 16, 2017, and/or the amount deferred and corresponding annual percentage rate fee by June 30, 2017, you will be charged a default interest rate of 12% per annum (1% per month) on the unpaid balance.

Prepayment
There is no prepayment penalty.

Please feel free to contact the Office of Admissions via telephone at 212-998-7100 or in person:

NYU School of Professional Studies
Office of Admissions
7 East 12th Street, Suite 921
New York, NY 10003
Spring 2017 Application for Credit Against Employer Tuition Reimbursement Plan

Please read the entire application thoroughly. Complete all sections and sign below. You may fax the application to 212-995-4674. Applications must be submitted no later than February 10, 2017.

Student’s Last Name     First     Middle Initial

Student Identification No. (NYU ID No.)     Term/Year

School/Division     Driver’s License (State and No.)

Employer Name and Address     Business Telephone

Permanent Home Address

Email Address     Home Telephone

I have read and fully understand the information and terms stated below, and also the disclosure statement on Page 1 of this form.

I attest to the truth of all statements made and agree to fulfill the terms of the plan of payment requested as described herein, and I promise to pay New York University the amounts due under the agreement by installment payment due dates. I understand that if for any reason my employer fails to pay any amount due under this agreement, that I will be responsible for all such amounts.

Date     Signature of Student

<table>
<thead>
<tr>
<th>NET AMOUNT DUE FOR SPRING TERM</th>
<th>$</th>
<th>Box #1</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBTRACT DEFERRED AMOUNT</td>
<td>$</td>
<td>Box #2</td>
</tr>
<tr>
<td>AMOUNT DUE</td>
<td>$</td>
<td>*Box #3</td>
</tr>
</tbody>
</table>

*If you have an amount due in Box #3, how do you intend to pay your balance?

Please note that any amount due in Box #3 must be paid by June 30, 2017 or a finance charge will be applied.

**Terms of this installment payment agreement**

Open only to students who are:

- Not in arrears (past due) for any University charge or loan
- Without a previously unsatisfactory University credit record
- Matriculated and registering for one or more points

Subsequent Payment

- The deferred balance and corresponding annual percentage rate fee are due no later than June 30, 2017.

Application Form

- A separate application and supporting documents required for each semester this plan is used

**Prepayment**

- There is no prepayment penalty

**Annual Percentage Rate**

- 12% per annum (1% per month) of the total amount deferred for each month of the semester in which plan participation occurs

**Finance Charges**

- If you fail to pay in full the portion of your bill that was not deferred by January 16, 2017, and/or the amount deferred and corresponding participation fee by June 30, 2017, you will be charged a default interest rate of 12% per annum (1% per month) on the unpaid balance.

**Important Information**

- NYU does not bill your employer; you are responsible for providing your employer with your bill, which can be found on NYU Albert
- Transcripts are not sent through the Office of Admissions. Once you have received your grades for the semester, please make the proper arrangements through the registrar to send the grades to your employer
- If your balance is not cleared by the given deadline, you will not be able to register for classes, even if you qualify for employer reimbursement for the following semester

**Office Use Only**

Signature

Date