



EXTENSION CENTER Financial Settlement Agreement

STUDENT INFORMATION

Student ID#: _____ Name: _____
 Email: _____ Phone: _____
 Semester/Year: _____ Date: _____
 Extension Center: El Paso New Braunfels
 Type of Degree: Associate Bachelor Non-Degree Seeking

CHARGES and PAYMENT INFORMATION

Tuition: Credit \$ _____ x _____ (total hours) \$ _____
 OR Audit \$ _____ x _____ (total hours) \$ _____
 Online Fee(s): \$ _____ x _____ (total number of online classes)..... \$ _____
 Course Fee(s): \$ _____
 Academic Services Fee: \$ 25.00
 Student Record Fee: \$ 15.00
 Other Fee(s): \$ _____
 Total: \$ _____
 Financial Aid Credits (list all anticipated and approved grants, loans & scholarships below) \$ _____
 1) _____ 2) _____
 3) _____ 4) _____
Balance DUE (after approved financial aid is applied)..... \$ _____

PAYMENT METHODS

- I will pay the full balance due (after approved loans, grants, and scholarships) through HPU Gateway.
- I have just made arrangements to pay the remaining balance (after approved loans, grants, and scholarships) using the monthly payment plan through HPU Gateway.

HPU Gateway online payment methods:

- Credit Card* eCheck (one-time bank draft)

*Convenience fee applies

- I expect to have no balance due, because I have 100% approved financial aid.

Please contact the Business Office with any billing questions at 325-649-8053.

OFFICIAL ENROLLMENT CONTRACT

- Registration/enrollment **is not considered finalized** without payment in full or approved payment plan confirmation in HPU Gateway. For the purpose of calculating your required payment, you may deduct the amount(s) you reported as Financial Aid Credits for you balance if the amount(s) reported are not correct, you will be responsible for making up the difference in your remaining payment(s).
- Financial aid will be posted to your student account after your actual enrollment is confirmed; i.e. official registration forms received from the extension campus, posted by the main campus, **and** after classes have officially begun.
- Students requesting state of federal financial aid must file an official academic plan during their first semester of enrollment as a means of verifying that the student is a regular, degree-seeking student. It is the student's responsibility to contact the extension center for instructions for filing the academic plan.
- I agree to be fully responsible for paying the account balance incurred by enrolling and to contact the Extension Director, **in writing**, to cancel enrollment, change classes or withdraw. Student accounts must be paid in full before officially withdrawing, receiving transcripts of credits, diploma, or access to grades through HPU Gateway, or enrolling for future terms.
- I certify that the above information is true and correct and to the best of my knowledge.

Student Signature: _____ Date: _____ Extension Director: _____ Date: _____