

This Tuition Payment Agreement is a part of the contract between the **STUDENT** and Harvey Mudd College (HMC), and every **STUDENT** is required to timely complete, sign and return this form to the HMC Office of Student Accounts as a condition of being allowed to register for and attend classes at HMC. Under this contract, it is the primary responsibility of the **STUDENT** to pay all tuition, room, board and other fees due to HMC. By signing below, the **PARENT** agrees to be a guarantor of all tuition, room, board and other fees due to HMC. Nevertheless, the **STUDENT** is the only person to whom HMC owes contractual obligations and the **STUDENT** at all times remains primarily responsible to ensure payment to HMC of all amounts due on the **STUDENT'S** HMC statement.

Satisfactory arrangements for the payment of the total charges for each semester's tuition, room, board and other fees (less financial aid, if any) **MUST** be made prior to Financial Registration. Satisfactory arrangements are (1) timely payment pursuant to the Full Payment Plan; or (2) selection of the Monthly Payment Plan **AND** payment of all monthly installments which are billed on the **STUDENT'S** HMC statements prior to Financial Registration. The Monthly Payment Plan is a privilege, which may be revoked for cause. Under either payment plan, all payments/installments are due and payable in full upon receipt of each statement and become delinquent after the 20th day of the month in which they are billed. Delinquent accounts are subject to a late charge of one percent (1%). In addition, all past due charges from the previous semester **MUST** be paid prior to registering for and attending classes in the next semester.

By signing this Tuition Payment Agreement, the **STUDENT** (and, if applicable, the **PARENT**) agrees to pay all reasonable collection costs, including reasonable attorney fees and collection agency fees, incurred to collect any delinquent accounts. In the event of withdrawal from HMC, refunds will be made in accordance with policy stated in the HMC Catalogue.

INITIAL YOUR PAYMENT CHOICE:

_____ **Full Payment Plan (No Fee)**—**STUDENT** promises (and, if applicable, the **PARENT** guarantees) to pay the total charges for each semester's tuition, room, board and fees (less financial aid) prior to the beginning of each semester per the due date on the **STUDENT'S** HMC statement (Fall semester billed in August; Spring semester billed in December).
(Initial)

_____ **Monthly Payment Plan (Fee)**—**STUDENT** (and, if applicable, **PARENT**) apply for the Monthly Payment Plan, which is subject to a \$50 service charge per semester. **STUDENT** promises (and, if applicable, **PARENT** guarantees) to pay the total for each semester's tuition, room, board and fees (less financial aid) in five (5) installments per semester, billed on monthly statements beginning in July and ending in November for the Fall semester, and beginning in December and ending in April for the Spring semester. (Such installments will be recalculated each month and may change due to the addition of special fees, miscellaneous charges, credits or changes in financial aid amounts.)
(Initial)

	STUDENT NAME (Please Print) _____	
	SOCIAL SECURITY NUMBER _____	STUDENT ID NUMBER _____
PLEASE PRINT	I authorize the Harvey Mudd College Office of Student Accounts to send my statements to:	
	*Billing Name(s) _____	
	SEPTEMBER-MAY:	JUNE-AUGUST (if different):
	Address _____	Address _____
	City, State, Zip _____	City, State, Zip _____
	Phone Number _____	Phone Number _____
	*This person is authorized to request information pertaining to the above STUDENT'S account.	
	STUDENT Signature (Required)	Date
	PARENT Signature (Optional)	Date

Please inform the HMC Office of Student Accounts in writing at the address below or via e-mail at student_accounts@hmc.edu if there are any changes to the billing name, address or payment option. If you choose the Full Payment Plan now but determine later in the semester that you would prefer the Monthly Payment Plan, you may change. However, when you change from the Full Payment Plan to the Monthly Payment Plan, you will be required to bring the account current under the monthly payment plan guidelines. That is, you will need to pay all installments which would have been due under the Monthly Payment Plan, plus late charges on those installments, and \$50 per semester for participation in the monthly plan.

HMC will send all account statements to the address provided on this form. Regardless of the address provided, the Office of Student Accounts will send reminders of upcoming deadlines to the **STUDENT** through the **STUDENT'S** HMC e-mail account. Such reminders take the form of broadcast e-mails reminding all students of upcoming deadlines and individualized e-mails notifying students of any delinquencies. **PARENTS** may sign up to receive copies of all broadcast e-mails (but NOT individualized e-mails) through the Parents-announce-L list service by e-mailing a sign-up request to Merritt Humphrey, Assistant Director of Annual Support and Alumni Relations at Harvey Mudd College (merritt_humphrey@hmc.edu).

**PLEASE RETURN COMPLETED FORM TO
HARVEY MUDD COLLEGE • OFFICE OF STUDENT ACCOUNTS • 301 PLATT BOULEVARD • CLAREMONT, CA 91711**