



Payment Plan Agreement FALL 2017

Forms must be returned by September 8th, 2017 to avoid late fees

All of the terms and conditions of your MIAD Payment Plan Agreement (the "PPA") are incorporated herein and continue in effect. Please refer to the Payment Plan Disclosure Document for other terms and conditions. To enroll in the MIAD PPA, a signed agreement must be returned to the Student Accounts Office, RL10. It is highly recommended that you contact the Student Accounts office to verify your Statement Balance and confirm that there are no additional charges or adjustments to your account before completing this form.

STEP ONE: Choose a Payment Option

OPTION 1 - I wish to make manual payments by check, cash, or credit card on the predetermined dates selected in Step Two. Under this option, I understand that I will be responsible for delivering payment each month. **If you select this method, add a Set-Up Fee of \$50 to the total Amount Due shown on your statement.**

My Statement Balance is _____ + a \$50 Set-Up Fee = _____ Total PPA Amount

OPTION 2 – I authorize MIAD to automatically deduct monthly payments on the predetermined dates selected in Step Two. Under this method, payment will automatically be deducted from a bank account or charged to a credit card. **There is no Set-Up Fee if you select this option.**

My Statement Balance and PPA Amount is _____

If you have selected Option 2, please fill out the MIAD Recurring Payment Authorization form and return it with the signed Payment Plan Agreement.

STEP TWO: Select a PPA installment due date from one of the two schedules. Please note that students can still enroll in payment plans after September 8th, but late fees will apply.

I wish to make payments on the 1st business day of the month. MIAD will calculate my monthly amount due by dividing the total PPA Amount shown in Step One by the number of months remaining in the Fall Semester. MIAD will mail a notice listing the exact payment dates and payment amounts before my first payment is due. This notice will be mailed to the address listed on my Student Account.

For a 5-month payment plan (August – December), this form must be returned no later than July 26th, 2017.

For a 4-month payment plan (September – December), this form must be returned no later than August 28th, 2017.

I wish to make payments on the 15th business day of the month. MIAD will calculate my monthly amount due by dividing the total PPA Amount shown in Step One by the number of months remaining in the Fall Semester. MIAD will mail a notice listing the exact payment dates and payment amounts before my first payment is due. This notice will be mailed to the address listed on my Student Account.

For a 5-month payment plan (August – December), this form must be returned no later than August 9th, 2017.

For a 4-month payment plan (September – December), this form must be returned no later than September 11th, 2017.

STEP THREE: SIGNATURE AND ACKNOWLEDGEMENT OF ADDITIONAL TERMS

Changes to my Statement Balance

If there are any changes to my student account resulting in additional charges, I am responsible for paying the additional amount due upon receipt of my next monthly statement, or 30 days after the date said changes are made to my account. Once this PPA is signed and returned to the Student Accounts office, the PPA Amount Due and the monthly payment amounts cannot be increased without written consent of the Student and, if different, the bank account holder.

If there are any changes to my student account resulting in a reduction of charges, MIAD will automatically reduce the last payment(s) amount.

Returned Payments

A \$15 Returned Payment Fee will be added to my account for any check or automatic withdrawal that is returned by my bank for any reason (NSF, account closed, etc.).

Late Payment Penalty

If I fail to make my monthly payment, a late charge of \$25.00 per missed payment will be added to my account. MIAD will provide a 10-day grace period before the late penalty will apply.

By signing below, I agree to make the payments in the amounts and on the dates specified above. I have read the additional disclosures listed above and agree to all terms of the Payment Plan Agreement.

I am aware of and have read the Truth in Lending Act and Billing Rights disclosures that are found on the MIAD website at <http://www.miad.edu/financial-aid/cost-tuition-fees/the-billing-and-payment-process>
MIAD will also mail a hard copy of these disclosures to the address listed on my Student Account.

The Amount Due may be paid at any time in advance of the payment dates scheduled above at no penalty.

STUDENT NAME (Printed) : _____

STUDENT SIGNATURE: _____

STUDENT ID: _____

DATE: _____