

Minnesota West Community and Technical College Payment Agreement TMA course

Student name _____ Date _____

SELF PAYING STUDENTS MUST HAVE THE COURSE AND BOOKS PAID FOR BEFORE THE FIRST SESSION!

Facilities are able to library text books and reuse them for future classes. Books may be ordered through our Fulfillment Center in Worthington. Zoom orientation meeting will require the text book to be ordered through the Fulfillment Center. In person orientation meetings will have the book available for pick up during the first session. If the student does not purchase the book through MN West it is their responsibility to have a copy of the book by the first session of class. The TMA book is **MANDATORY**. Tuition/book charge below. Please note shipping costs are not included in the cost: **Tuition with book \$ 673.42**

Facility pay only

Facility Name _____ Contact person _____

Address _____ City _____ State _____

Phone number _____ Email _____

Signature of Facility agreeing to pay _____

Terms of Agreement:

1. The student has 1 business day after the orientation meeting to drop the course for a full refund. No refunds will be given after the drop period listed above. Facilities are responsible for collecting payment reimbursement if the employee of their facility drops after the first business day or does not attend without the proper notification listed on page 13 of this packet "Refund Policy". The facility will be responsible for paying full tuition and books to Minnesota West per this signed agreement.

******In the event the student terminates their employment at any time while attending the course, Minnesota West will not be responsible to return funds paid or reverse an open invoice to the facility. The facility is responsible to pay their invoices per the payment agreement. The facility will be solely responsible for collection reimbursement from their ex-employee******

2. The student or Facility paying is responsible for all tuition, fees, books, supplies, parking and test out fees incurred while in attendance at Minnesota West Community & Technical College.

3. I understand I have received a copy of the refund/drop policy.

4. I agree to contact Minnesota West Community & Technical College to make arrangements for payment if the payment due date cannot be met.

5. I understand that if I have a delinquent tuition, fee, book, supply or parking account, no further enrollment at Minnesota West Community & Technical College will be permitted.

6. I understand that all uncollected charges will be turned over to a collection agency.

7. I understand that I am fully responsible for any reasonable attorneys' fees and other costs of collection as a result of my default.

8. I understand that this is a legal binding contract.

I have read and agree to the terms specified

Signed/Student _____ Date _____

Signed/Facility _____ Date _____

Financial Aid full time students (12credits) _____ Date _____

