



Business Office Tuition Payment Plan

Please indicate the payment plan you will use for paying tuition, on-campus living expenses and fees for the spring semester. **To avoid having the student's registration and/or on-campus living withdrawn, complete and return this form to the Business Office by December 27, 2024.** Payment plans are completed over three months. If you have extenuating circumstances that prevent you from paying over three months, you may file an appeal with the Business Office. If you have questions, please contact the Business Office at 507-344-7304.

Student Name: _____ Student ID#: _____ Date: ____/____/____

PLAN I: Pay Online - if not paid in full by Jan 10, 2025, you may accrue finance charges

PLAN II: Pay at Business Office window - if not paid in full by Jan 10, 2025, you may accrue finance charges

PLAN III: AUTOMATIC PAYMENT PLAN - AUTHORIZATION FOR AUTOMATIC PAYMENT

Financed for Spring Semester: \$ _____ + \$25 = \$ _____ divided by 3 Months = \$ _____ Monthly Withdrawal

Please round up if the payment doesn't come out equally; we will adjust the final payment down for you. Payments are made automatically from your checking or savings account from any U.S.A. bank directly to Bethany Lutheran College's account. This is done over a three-month period beginning in January and ending in March. Finance charges will not accrue on this plan unless a payment is late. However, there is a non-refundable \$25 processing fee per semester for the plan. Returned ACH payments will be charged a \$10 return fee. If any balance remains outstanding after the March payment, a statement will be emailed to you for a final payment due by April 10th.

I authorize Bethany Lutheran College and the bank named below to initiate entries to my checking/savings account for the months indicated below. I can stop payment of any entry by notifying my bank 3 days before my account is charged. I can have the amount of an erroneous charge credited to my account up to 15 days following issuance of my bank statement or 60 days after posting, whichever occurs first. Date of the first withdrawal is January 10th.

Name of Financial Institution

Payer Signature

Date

Street Address of Financial Institution

Payer Name – please print

City State Zip

Payer E-mail Address

Bank Routing (ABA) Number (9 digits)

Checking Account Number

Savings Account Number

ACH Payments will be processed January 10, February 10 and March 10, 2025.

