

Tuition Student Loan Application Questionnaire

Clackamas Community College

Written payment arrangements (and down payment) must be made on or before the second Friday of the term. The student must sign the promissory note him/her self (no one can do this for him/her). Installment plans for tuition only beginning before the term begins may have three payments. Plans beginning once the term has begun will have two payments. Late payment fees of \$25 will be charged on the 2nd, 6th & 10th Friday of the term. ***If you fail to drop within the refund period, you will owe the deferred tuition.*** Please complete all the information requested below. This form will be retained for the current academic year.

Please print neatly.

Student:

ID: _____

Name: _____ **Male / Female** _____
Last Name, First Name Middle Initial (circle one above)

Current Address: _____
Number Street Apt #

_____ City State Zip

Phone: _____ **MessagePhone:** _____

Social Security Number: _____ **Date of Birth:** _____

Email address _____

Spouse's Name: _____ **Student's Driver's License #:** _____ **State:** _____

Employer:

Company: _____ **Supervisor:** _____

Employer's Phone: _____ **Your extension or dept:** _____

Employer's Address: _____
Number Street

_____ City State Zip

Relative not living with you

Name: _____

Relationship: _____ **Phone number:** _____

Address: _____
Number Street Apt. #

_____ City State Zip

Personal References:
 (These must be persons living at two different addresses, which must also be different from those of the borrower or borrower's relative listed above)

Name: _____ **Phone number:** _____

Address: _____
Number Street Apt #

_____ City State Zip

Name: _____ **Phone number:** _____

Address: _____
Number Street Apt.#

_____ City State Zip

Please sign here:
 and on other side _____

Student Signature Date

INSTALLMENT TUITION PAYMENT PLAN

WHAT ARE THE TERMS?

* The student must sign the promissory note (this may not be done by parent or spouse unless there is a power of attorney).

*A DOWN PAYMENT is required by the second Friday of the term and another payment within 30 days. An alternate three-payment plan is an option if payment arrangements are done prior to the start of the term.

***The last payment must be paid before registration begins for the following term (the end of the sixth week).**

HOW DO I REQUEST THE INSTALLMENT PLAN?

Complete a Questionnaire for Deferred Tuition Accounts before you come to Student Accounts. This form will be kept on file for one academic year if all information requested is complete.

WHAT ARE THE PENALTIES?

Students who do not pay as agreed may not be eligible for the tuition installment plan the next term. Also students with an outstanding balance will have a "HOLD" placed on their account and will be prevented from:

*REGISTERING

*OBTAINING TRANSCRIPTS

Late fees will be assessed on all past due payments. Interest may be charged on all past due balances. Interest will accrue from the original date of the note. **ADDITIONALLY, NON-PAYMENT OF COLLEGE DEBTS CAN RESULT IN DAMAGE TO YOUR CREDIT RATING.**

WHAT ELSE DO I NEED TO KNOW?

Not attending classes is not an OFFICIAL withdrawal. Withdrawal notification by telephone is not sufficient; ADD/DROP forms must be submitted to the Registrar's Office. Withdrawing from your classes after the refund period will not affect your Installment account.

If a class is cancelled, you will receive notification from the Registrar's office and a refund will be processed after the second week of the term.

Unpaid debts may be referred to a collection agency and/or Oregon Tax Refunds may be withheld for payment of your CCC debt. Agency fees are added to your balance.

OAR 581-41-460 authorizes Clackamas Community College to ask you to provide your social security number. Providing your social security number is voluntary. If you provide it, the college will use your social security number for the collection of delinquent debt through the Oregon Department of Revenue. **Your social security number will not be given to the general public.** If you choose not to provide your social security number, you will not be denied any rights as a student guaranteed by law. Providing your social security number means that you consent to the use of the number in the manner described.

By my signature below I acknowledge I have read all the terms and conditions of the Deferred Tuition Installment Plan and have been given the refund schedule for the school term for which I am registered.

STUDENT NAME (PLEASE PRINT)

SOCIAL SECURITY NUMBER

STUDENT SIGNATURE

Date