COASTAL GEORGIA BIBLE INSTITUTE
Suite 4 Retreat Plaza
Saint Simons Island, GA 31522
CoastalGeorgiaBible.com
CoastalGeorgiaBible@gmail.com

TUITION PAYMENT PLAN AGREEMENT FORM

Purpose of this form: Use this form if you are not able to pay your full tuition balance at the beginning of the semester. You must meet all due dates As stipulated in this agreement..

Student's Name: _____
First Middle Last

Program of Study: _____Semester: _____

Course _____

Address: _____
Street City State Zip

Tel: _____ E-mail:_____

Terms and Conditions

1. I agree to pay my tuition balance of $_____ plus one $10.00 administrative fee in _____ equal payments of $_____per week plus one single payment of $_____
2. Payments of $15 per week will begin on _____, _____, 20____ and each successive _____ through _____.
3. I agree that this payment plan cannot be changed without written approval of the Dean.
4. I agree to pay all my installments on time understanding that this means on or before the due date established.
5. The full balance due or an amount greater than the agreed upon installments may be paid at any time without penalty.
6. Tuition payments received are first applied against the oldest outstanding amounts.

Late Payment Policy

7. **Penalty and Late fee.** If I fail to pay the full due amount on or before the due date, I agree to pay a late fee of **10%** on each installment payment that is delinquent. I understand that this late fee of 10% will be accumulating until the day I pay the total dues. This penalty and late fee will be added to my account starting from the day following the due date. Late fee will only apply to the tuition and installment fee.
8. **Notice.**. I understand that failure to pay my tuition as agreed could affect my student status.
9. **Lose eligibility for payment plan.** If I fail to pay my installments on time on more than one occasion, then I will not be eligible for a payment plan the following semester.
10. **Continued enrollment.** An outstanding tuition balance may be added to tuition due for the following semester provided the new matriculation fee of $25.00 and the installment fee of $10.00 is paid at the time of registration. The new Installment Agreement must be negotiated prior to the first day of class each term.

I agree, and have read and understood all the above terms and conditions.

Student Signature: _____ Date: _____

Office Use Only

Director of Finance Signature: _____ Date: _____

Non-Discrimination Policy
It is the policy of Coastal Georgia bible institute to provide equal educational opportunities for all people regardless of race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity and expression, family responsibilities, political affiliation, disability, source of income, place of residence or business, and veteran status.