

Monthly Installment Plan Enrollment Procedure

Watkins College of Art, Design & Film is pleased to offer students an Automatic Draft Installment Plan for Tuition payment.

Two Payment Options: Bank or Credit Card Draft

Payments will be drafted on dates and for amounts indicated below:

Enrollment Fees A \$100.00 enrollment fee for bank drafts and \$150.00 for credit card drafts are paid at the time of registration.

Receipts The drafted amount will be reflected on your bank/credit card statement each month.

Enrollment Sign Authorization Form where indicated and include a VOID check from the bank account to be drafted or give credit card number.

Amount _____ **Draft Dates** _____

\$ _____
\$ _____
\$ _____

Authorization Form

I (we) hereby, authorize Watkins College of Art, Design & Film to initiate debit or credit entries to my account (designated below) by funds transferred for the purpose of processing my installment tuition payments.

This authority is to remain in full force and effect until I notify Watkins that I wish to end this agreement and Watkins Business Office has had reasonable time to act on it, or until Watkins or my bank has sent me ten days written notice that they will end this agreement.

I understand that in the event my account has insufficient funds to cover the payment amount drafted, or my draft rejects due to any other reason, a \$30 fee may be assessed with possibly a 1.5% interest charge accruing monthly.

I further understand that my obligation to pay the tuition installments is unconditional. In the event my account goes to collections, I may be subject to collection agency fees incurred in repaying my debt obligation to Watkins in addition to any amounts outstanding.

I attest I am an authorized owner of the Depository Account listed below and am exercising my powers as such.

BANK DRAFT CREDIT CARD

Authorized Signature

Date

Sign-Up Form for Monthly Installment Plan

This form must be completed and signed prior to or at the time of registration.

Student Information:

Last 4 digits of SS# _____

Student's Name _____

Payer's (Parent) Name _____

Payer's Address _____

City St Zip _____

Payer's Phone # _____

Enrollment Fee Enclosed?

Bank Draft: \$100.00 Yes No
Credit Card: \$150.00 Yes No

Voided Check Enclosed? Yes On File
Credit Card # Enclosed? Yes On File

Draft Dates: _____

Payment Calculation:

Total Amount Due: A _____

Payment: B _____

Balance Due: (A-B) C _____

Monthly Draft Amount: D _____