

Goldey-Beacom College Annual Payment Plan

Please read the following Plan guidelines:

1. The Annual Payment Plan allows students and parents to budget their expenses for an entire academic year into equal monthly payments. Tuition, fees, residence halls charges, student health insurance, and books may be included in the annual budget. When the Annual Payment Plan is submitted the student has the option of choosing to have the payments due on the 1st or the 15th of each month. Students may select the number of monthly payments, according to the following schedule making sure the 1st payment is made prior to the start of the class:
 - 12 monthly payments (May – April of the following year) - may include summer charges
 - 11 monthly payments (June – April of the following year)
 - 10 monthly payments (July – April of the following year)
 - 9 monthly payments (August – April of the following year)
2. Students are eligible for the Annual Payment Plan if no outstanding debt is owed to the College, and previous payments were made according to the established installment/payment plans.
3. Annual plan payments must be received in the Business Office on or before their corresponding due dates. When paying by check, please make checks payable to *Goldey-Beacom College* and indicate the student's name and ID number on the check. Personal checks later returned because of non-sufficient funds will be considered late and a returned check fee of \$30 will be charged. If mailing payments, please allow sufficient time for mail delivery.

Mail payments to: BUSINESS OFFICE
GOLDEY-BEACOM COLLEGE
4701 LIMESTONE ROAD
WILMINGTON, DE 19808
4. This copy serves as a payment reminder. Students are expected to make payment when due. Please refer to the payment schedule on the front side/first page of this form for details. If any of the payments are not made, the total outstanding balance may become payable upon demand by the College.
5. Revisions to Charges:
 - The Business Office will automatically revise the Payment Plan form when charge adjustments occur (increase or decrease) and mail a copy of the revised Payment Plan to the student/payee.
 - Students who officially drop, or unofficially withdraw (stop attending) will be charged for tuition according to the published refund policy stated in the drop/add section of the College website, <http://www.gbc.edu/advisement/dropadd.html>, and will be liable for the remaining payments.
 - All outstanding balances must be paid in full with the final scheduled payment or the last date of enrollment, whichever is earlier.
6. Students who fail to make payments by the due date will be charged a \$50 late penalty.
7. Academic holds will be placed on the records of students not making payment or not finalizing financial aid. Consequently, a student will not be allowed to register for future courses or receive grades and/or transcripts until the account balance is cleared.
8. Any communication from the Business Office regarding the Payment Plan will be sent to the student's gbc.edu e-mail account.
7. Collection costs and/or legal fees, up to and including 50% of the delinquent balance, may be charged to the student's account by Goldey-Beacom College in the collection of a delinquent tuition balance.
8. The Business Office staff can be contacted at (302) 225-6268. The Business Office hours are Monday through Thursday – 8 am to 6:30 pm and Fridays – 8 am to 4:30 pm.

Goldey-Beacom College Annual Payment Plan Summer 2008 through Spring 2009

Last Name	First Name			ID Number
Charges	Summer 2008	Fall 2008	Winter 08-09	Spring 2009
	<i>First payment May (12 pmts)</i>	<i>First payment Aug. (9 pmts)</i>		
Credits hours enrolled	_____	_____	_____	_____
Tuition	\$ _____	\$ _____	\$ _____	\$ _____
Student Service & Technology Fee	_____	_____	_____	_____
Residence Halls	_____	_____	_____	_____
Health Insurance	_____	_____	_____	_____
Other	_____	_____	_____	_____
Finalized Aid/Pmts/Credit on Account				
Stafford/Perkins Loans	\$ (_____)	\$ (_____)	\$ (_____)	\$ (_____)
Parent (PLUS) Loan	(_____)	(_____)	(_____)	(_____)
Scholarships	(_____)	(_____)	(_____)	(_____)
Pell & FSEOG Grants	(_____)	(_____)	(_____)	(_____)
Loyalty Credit	(_____)	(_____)	(_____)	(_____)
_____	(_____)	(_____)	(_____)	(_____)
Unfinalized/Estimated Awards				
_____	\$ (_____)	\$ (_____)	\$ (_____)	\$ (_____)
_____	(_____)	(_____)	(_____)	(_____)
NET CHARGE				
	\$ _____	\$ _____	\$ _____	\$ _____

Add the Net Charges of each semester together to arrive at "Total Budget" amount.

Total Budget _____ = Monthly payment amount of \$ _____
 # of payments _____

When do you want to make your payments?
1st of the month **OR** **15th of the month**

- Students may select the number of monthly payments, according the schedule on the guidelines making sure the 1st payment is made prior to the start of the class.
- Before making your final payment in April 2009, please call the Business Office at (302) 225-6268 to confirm the final payment amount.

I have read and understand the Annual Payment Plan guidelines. If necessary Goldey-Beacom College can contact me by phone, mail, or e-mail.

Student's Signature _____ Date _____

Payee's Signature _____ Date _____

Home Phone _____ Work Phone _____ Cell Phone _____

Payee's E-Mail Address _____

Billing Address (optional): _____

Prepared by							
Reviewed by							
Date Revised							