



Business Office

FALL 2011 ADN Clearance Form

Please complete and return this form to the Business Office with your payment, only if there's a balance due on your Account. The Financial Clearance Deadline to clear your account and submit this Payment form is **August 10, 2011**. Students who do not clear their balance by the deadline will be assessed a **\$100 late fee**. If you do not clear your account either by payment in full or payment plan, after the first day of class (**August 23, 2011**) another \$100 late fee will be assessed, for a total late fee of **\$200** assessed to your account. Students who do not clear their accounts may be dropped from classes and a restriction will be placed on the Account. Faxed Payment Forms and/or electronic format will be accepted.

Name _____ (Last) (First) MSMC ID# _____

Address _____ (Street) Phone () _____

(City) (State) (Zip) Email _____

Tuition (____ Units x \$731)	
College Services Fee	\$ 242.00
Nursing Fee-if applicable	\$ 289.00
M\$MC Health Insurance(*Waive on Line if 7 units or more) Circle One Yes or No	
Stafford loans (Subtract 3% from total for loan origination fee)	
Alternative Loan	
Grants & Scholarships	
Total Due/<Credit>	

***All Insurance Waivers Need to be Completed On Line at:**
<https://studentinsurance.wellsfargo.com/waivers/onlinewaiver.aspx?pagetype=AUTH&waivename=mslmarys>

***Please check option(s) for Method of Payment:**

1. A Check/Money Order/Cash is enclosed for the balance due.

2. Please charge my VISA/MasterCard/Discover/AMX Card as follows:

Acct # _____ Expiration Date _____ *CV _____

Amount \$ _____ Name on Card _____

Authorized Signature _____

***The CV is the last three digits behind the card**

3. I have requested to make payments towards the balance due for \$ _____, which constitutes the balance owed to Mount St. Mary's College for the Fall 2011 semester after loans, grants and scholarships.

It is understood that: It is understood that:

- If the student withdraws from the college prior to final payment on the note, the Maker will be responsible for the amount due in accordance with the College's policy of Withdrawal Charges.
- The Maker is responsible for making payments on time if paying via monthly installments.
- The Maker shall pay any and all reasonable costs of collection incurred by the College occasioned by default of the Maker. In the event that an action is brought by the College to enforce the terms of this agreement, the Maker shall pay all costs thereof, including but not limited to attorney fees.
- I have read, understand, and agree to the terms of this Clearance Form.

Signature _____ Date _____

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 ADN PmtForm 11/FR