

# AUGSBURG COLLEGE

## Third Party Payment Authorization

*The Third Party payment plan is for students whose educational costs are paid in full or in part by a third party such as an education assistance program, vocational rehabilitation program, or government agency. This payment plan is used when an organization or agency must be billed directly by the college.*

### Terms and Conditions

- This application must be submitted to the Enrollment Center no later than the first day of each term.
- The funding agency or organization will be invoiced after the last day to add classes for the term. **Payment is due 60 days from the start of the term. Accounts not paid in full by the due date are subject to a monthly finance charge of .667% or 8% annually.**
- The student is responsible for full payment of tuition and fees if the agency fails to pay for any reason.

*I have read and agree to the above Terms and Conditions. I authorize Augsburg College to disclose financial and registration information to the party named below. I understand that the information may contain data classified as private under the Minnesota Data Practices Act, Chapter 13 and/or the Federal Family Education Rights and Privacy Act.*

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

### Student Information

Name \_\_\_\_\_ Augsburg ID# \_\_\_\_\_  
Day Phone \_\_\_\_\_ Augsburg Email \_\_\_\_\_

### Agency Information

Organization \_\_\_\_\_ Contact \_\_\_\_\_  
Phone \_\_\_\_\_ Extension \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_  
Billing Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Sales Tax Exemption Number \_\_\_\_\_ Federal Tax ID Number \_\_\_\_\_

### Funding Information

Should scholarships and grants be applied prior to agency funding? Yes No  
Academic Year: 20 \_\_\_\_ - 20 \_\_\_\_ Term (circle one): Fall Semester Spring Semester  
Fall Trimester Winter Trimester Spring Trimester

**Please attach the organization or agency's authorization form to this completed document.**

Return to:

**AUGSBURG COLLEGE ENROLLMENT CENTER**  
Campus Box #309 2211 Riverside Avenue Minneapolis MN 55454  
Tel. 612-330-1046 Fax 612-330-1308 Toll Free 800-458-1721 www.augsburg.edu/enroll