

## **University of North Texas Health Science Center**

### **Student Financial Obligation Agreement**

Enrolling in classes at the University of North Texas Health Science Center (UNTHSC) commits you to specific financial obligations and responsibilities. You should further understand your obligation and responsibility includes but is not limited to:

Understanding the UNTHSC catalog is your guide to services, procedures, policies, rights and responsibilities.

Understanding UNTHSC uses e-mail as a prime means for communication and it is your responsibility to review your official UNTHSC e-mail regularly. Though you may choose to have your official UNTHSC e-mail redirected to another address, you are not relieved of the responsibilities of the communication is sent by the University.

#### **Understanding this UNTHSC Financial Obligation Agreement.**

#### **Understanding that this UNTHSC Financial Agreement is for all terms.**

#### **IMPORTANT - Payment terms and agreement**

#### **ALL students must agree to the following terms before registering for classes.**

#### **DO STUDENT TUITION AND FEES**

Per §54.007 of the Texas Education Code, students have the following options for paying their tuition and fees for Fall and Spring terms.

The education code includes the following statements:

- 1) Payment in full before the payment deadline prior to the beginning of classes.
  
- 2) Payment in installments under the payment plan option requires the first payment to be made in advance of the beginning of the term and the final payment to be made before the last day of the term. The installment plan option is only offered for Fall and Spring terms. Summer charges are to be paid in full by their due date.
  
- 3) A student who fails to make full or first payment of tuition and fees, including any incidental fees, by the due date may be prohibited from registering for classes until full payment is made. A student who fails to make payment prior to the end of the term may be denied credit for work done during the applicable term.

Those who choose to utilize the installment payment option may enroll in the plan online by following the instructions on the Student Homepage at <https://my.hsc.unt.edu> and clicking on Student Account tile, then Enroll in Payment Plan tab. The payment plan option is signed electronically when you choose the installment payment option and complete the initial installment payment.

All students must agree to following terms before registering for classes.

## PAYMENT OPTION AGREEMENT

I hereby agree to pay the balance of my tuition and fees by one of the two options stated in this agreement. I understand the installment payment option is offered for the Fall and Spring terms only. I further understand there is no installment payment option for the Summer sessions. Full payment for these sessions is required for all registered classes and any schedule changes by the payment due date. The following payment options are available:

**Payment Option 1:** I may choose to either pay and/or use financial aid to cover my balance in full prior to the first day of classes. I understand any change in my class schedule may affect my account balance. Additional charges are due by the payment deadline.

**Payment Option 2:** I may choose to pay my balance on the installment payment option. By choosing this option I agree: To pay and/or use my financial aid award to cover the first installment of my balance prior to the first day of classes. Payments are in two installments with the first installment due prior to the official first day of classes and the second installment due 60 days later. I will pay the remaining balance in installment payments on or before the due date specified for each installment.

I understand the installment amounts may change over time to account for any new charges, payments, schedule changes or financial aid adjustments. I agree to pay the installment payment option setup fee of \$25.00 and it will be calculated separately from my initial payment. I agree to pay any Late Registration Fees and Student Health Insurance Fees as they are not included in the installment payment plan.

I understand I may enroll in Payment Option 2 online through <https://my.hsc.unt.edu> click on the Student Account, then "Enroll in Payment Plan" tab and the entire first payment must be made prior to the payment deadline.

I understand a \$15.00 late fee will be assessed for any payment not received by the due date.

I understand a late fee will be charged at the beginning of every month for any outstanding balance not paid by the due date.

I understand if there is an outstanding balance on my account after 90 days, my account will be sent to collections.

I understand failure to meet the terms of this agreement may entitle the University of North Texas Health Science Center (UNTHSC) to:

- Refuse subsequent registration for any classes and/or drop current classes.
- Withhold grades, diplomas, or official transcripts from being released until the entire unpaid balance and other collection costs are paid in full.

I understand UNTHSC will place any delinquent balance in collections. I agree to reimburse UNTHSC the fees of any collection agency fees, which may be based on a percentage at a maximum of 30% of the sum of the amount of the obligation and any interest due on the obligation, and all costs and expenses, including reasonable attorney's fees and court costs incurred in such collection efforts.

Collection charges should not exceed 30% of the sum of the amount of the obligation and any interest due on the obligation.

I understand withdrawal refunds are determined by the number of enrolled credit hours at the time of withdrawal. Withdrawal percentages are applied to the total amount of tuition and fees due for the term as prescribed by state law, not the amount paid.

I acknowledge by accepting this agreement, the University of North Texas Health Science Center (UNTHSC), has the right to un-enroll me in the Payment Plan Option should I make the minimum required payment but fail to complete payment schedule as outlined in the online enrollment process.

**A STUDENT WHO FAILS TO MAKE FULL PAYMENT OF TUITION AND FEES, INCLUDING ANY INCIDENTAL FEES, BY THE DUE DATE MAY BE PROHIBITED FROM REGISTERING FOR CLASSES UNTIL FULL PAYMENT IS MADE. A STUDENT WHO FAILS TO MAKE FULL PAYMENT PRIOR TO THE END OF THE TERM MAY BE DENIED CREDIT FOR THE WORK DONE THAT TERM.**

**CONSENT TO CONDUCT TRANSACTIONS ELECTRONICALLY**

I consent to conduct transactions electronically with the University of North Texas Health Science Center (UNTHSC). I agree to receive my 1098-T tax form electronically through on-line access.

This consent remains in effect until consent is withdrawn in writing. Consent may be withdrawn by presenting your request in writing to the Student Finance Office. Once received a confirmation of consent to withdraw will be sent to your UNTHSC e-mail or your primary email address. Students should ensure your personal information is up to date by visiting your Student Homepage at [my.hsc.unt.edu](http://my.hsc.unt.edu).

1098-T tax forms are available to view or print by accessing your EIS Student Homepage then Student Account and clicking on the Account Services tab. 1098-T information will be available for seven years from the IRS associated tax year through the EIS Student Homepage.

Enter your first name      Confirm & Sign