

TRINITY ALTERNATIVE PAYMENT PLAN

4 MONTH

Name: _____ ID Number: _____
Last First M.I.

Billing Information (please provide the address to which you would like your bills or statements sent this semester):

Address: _____ Phone: _____

I attend (circle one): Trinity College TEDS TGS

Step 1 - CALCULATE YOUR BALANCE DUE:

Please use the Course and Fee Statement from your web registration menu to calculate your balance due. This statement does NOT include credit balances or balances due. The monthly statement mailed from the Student Accounting Office can help you with this information. Feel free to contact the Student Accounting Office if you have questions about the amount due for the upcoming semester.

Enter the Total Semester Charges \$ _____
 Subtract the Total Aid Applied \$ _____
 Equals the Balance Due \$ _____

Step 2 - ELECT A FOUR-MONTH PAYMENT PLAN:

Please complete step 4 below indicating your agreement to the terms and conditions of this program. Also, please complete your payment calculation, multiplying by the appropriate number of months:

Calculated Balance Due (from Step 1) \$ _____
 Add TAPP Fee \$ 50.00 _____
 Total Balance Due \$ _____
 Divide Total by 4 = Monthly Payment \$ _____

FOR OFFICE USE ONLY	
Jan	\$ _____
Feb	\$ _____
Mar	\$ _____
Apr	\$ _____

- a. Enclosed please find my check for the first payment in the amount of \$ _____. (Complete Step 4)
- b. Please charge my credit card, based on the information provided below. (Complete Steps 3 & 4)
- First month charges will occur on **January 15**.
- I authorize charging my credit card for the first payment only.
- I authorize charging my credit card automatically each month.

Step 3 -CREDIT CARD DATA

Credit Card Number _____	Exp. Date ____/____
Name on Card _____	Card Type (circle one): Visa, MC, Disc
Card Billing Address _____	
Signature _____	Date ____/____/____

Step 4 - Trinity Alternative Payment Plan (TAPP) Terms and Conditions:

TAPP participants are charged a fee of \$50 to enroll in the payment plan; this charge is figured into the payment agreement. Payments are due on the 15th of each month. A \$40.00 LATE FINE is charged for any payments received more than 5 days late. Loans or other financial aid received to the student's account must be applied directly to the outstanding balance. If these funds cover the balance in full, this payment plan will no longer be in effect. Any future adjustments to the student's account, such as tuition and/or financial aid increase or decrease or fines are the responsibility of the TAPP participant. These changes will be reflected on the monthly bills sent from the Student Accounting Office; please pay according to your bill. All bills are sent on the 1st of each month. Any delinquent accounts will be charged a 1% deferment fee per month after the last payment date. In addition, any student with a balance that is not paid in full will not be able to register for the next semester. Please contact (847)317-7080 (TC) or (847)317-8080 (TEDS/TGS) with any questions.

Signature: _____ Date: _____

Please Mail Form to: **Trinity International University**
 Student Accounting
 2065 Half Day Road
 Deerfield, IL 60015

OR Fax the form to: 847-317-7009