

PAYMENT PLAN REQUEST 2011/2012

As of 2009/2010, ACMT offers its students a payment plan option in order to assist with timely payment of tuition dues. This payment plan splits the quarterly tuition dues into three equal installments. The advantage of the payment plan is that you will be able to more easily manage your tuition dues and avoid paying the late fee (100 Euro per month for each month in which your dues are not settled.)

If you would like to apply for a payment plan please fill out and sign this request and return to the Finance Manager. Signing the request signifies your acceptance of the terms and conditions as outlined below.

Print Student Full Name (First and Last Name)

Payment Plan Terms and Conditions

1. Full time tuition (12-18 credit) for each quarter is 1833,33 Euro.
2. In case of registration of less than 12 credit, or more than 18 credits, the tuition total payment will vary according to the terms and conditions as outlined in the Student and Parent Handbook.
3. The 3 installment due dates and amounts for each quarter are as follows:

Quarterly Tuition	Due Date	Installment Amount	Payment Plan Fee	Total Amount Due Per Installment
Fall € 1833.33	August 15, 2011	€ 611,11	€ 20,00	€ 631,11
	September 15, 2011	€ 611,11	€ 20,00	€ 631,11
	October 15, 2011	€ 611,11	€ 20,00	€ 631,11
Winter € 1833.33	November 15, 2011	€ 611,11	€ 20,00	€ 631,11
	December 15, 2011	€ 611,11	€ 20,00	€ 631,11
	January 15, 2012	€ 611,11	€ 20,00	€ 631,11
Spring € 1833.33	February 15, 2012	€ 611,11	€ 20,00	€ 631,11
	March 15, 2012	€ 611,11	€ 20,00	€ 631,11
	April 15, 2012	€ 611,11	€ 20,00	€ 631,11

If the payment deadlines are not adhered to, the signer is obliged to make additional late payment fees (100 Euro) for each month during which the payment is not rendered. Please note that payment plan may not be approved if there is a record of late payment in the past.

4. By agreeing to the terms and conditions of this payment plan the signer agrees to make installment payments as per the above table (611,11 Euro for 12-18 credits) together with an additional 20 Euro administrative fee for each installment.
5. In case of unpaid installments, or late payments, the signer is obliged to make the full quarterly payment in addition to the late fee according to the regular conditions.
6. The student or the parent/guardian accepts the terms and conditions as outlined in this payment plan by signing below.

Student signature

Date

Parent/Guardian signature

Date