



UNIVERSITY OF FORT LAUDERDALE

OFFICE OF THE BURSAR
4131 NW 16TH STREET, LAUDERHILL, FL 33313
PHONE (954) 486-7728 FAX: (954) 486-7667

TUITION PAYMENT CONTRACT

This tuition payment contract is a per-semester contract between University of Fort Lauderdale and you, the student.

PERSONAL INFORMATION (Please type or print.)

Mr. Ms. Mrs.

Sex Male Female

Name Last _____ First _____ Middle _____

Former Name: _____

Date of Birth _____ / _____ / _____
Month Day Year

Place of Birth _____ Social Security Number _____

Country of Citizenship: _____ Native Language: _____

Permanent Address _____ **City** _____ **State** _____ **Zip** _____

Current Mailing Address _____ **City** _____ **State** _____ **Zip** _____

Home Telephone () _____ Work Number () _____ E-mail: _____

Are you a UFTL employee? Yes No Are you a dependent of a UFTL employee? Yes No

PROGRAM INFORMATION

Program of Study _____

Semester Enrolled: Fall Spring Summer Year: _____

PAYMENT INFORMATION

Tuition Charges

Undergraduate Program

Application Fee	\$35 (due upon completing application)
Registration Fee	\$25 (due each semester)
Library Fee	\$45 (due each semester)
Student Activity Fee	\$35 (due each semester)
Football Club Participation Fee	\$400 (due annually- fall semester enrollment)
	\$200 (applicable to spring enrollment only)
Cost Per Credit	\$300

Graduate Program

Application Fee	\$40 (due upon completing application)
Registration Fee	\$25 (due each semester)
Library Fee	\$75 (due each semester)
Student Activity Fee	\$35 (due each semester)

Football Club Participation Fee	\$400 (due annually- fall semester enrollment)
	\$200 (applicable to spring enrollment only)
Cost Per Credit	\$350
Doctoral Program	
Application Fee	\$50 (due upon completing application)
Registration Fee	\$25 (due each semester)
Library Fee	\$75 (due each semester)
Student Activity Fee	\$35 (due each semester)
Football Club Participation Fee	\$400 (due annually- fall semester enrollment)
	\$200 (applicable to spring enrollment only)
Cost Per Credit	\$400

University of Fort Lauderdale assesses two sets of fees that encompass tuition charges: student fees (registration and student activity) and cost per course. The university assesses tuition charges by semester, rather than by program. That means that students enrolled in the university for a specific semester only pay tuition charges for that semester.

Payment Options

Students at University of Fort Lauderdale are not allowed to enter classes unless they have selected one of the options offered and fulfilled the requirements associated with that option by the last day of the late registration period. Students who comply are considered officially registered students and are allowed to attend classes. Students who do not comply are not considered officially registered and are not allowed to enter classes. Students who enter classes without meeting their financial obligations will be identified and asked to leave classes.

Auditing and non-degree students pay 100% of fees (except student activity) and 50% of tuition. Auditing/non-degree-seeking students must pay the required fees and tuition amounts in order to attend classes. If an auditing/non-degree-seeking student wishes to participate in a student activity during the semester, he/she must pay the student activity fee before he/she can participate in that activity.

Select one of the following payment options:

- I agree to pay 100% of my semester costs (tuition and student fees) by the last day of late registration.
- I agree to pay 100% of my student fees and 50% of my tuition as well as set up a deferred payment plan with the bursar by the last day of registration. The deferred payment plan is included in this contract.
- I am applying for special assistance/scholarship. I agree to pay 100% of my student fees and any amounts required by the bursar as well as set up a deferred payment plan (if required) by the last day of registration. The deferred payment plan is included in this contract.
- I am applying for financial aid. If for any reason financial aid is not approved for this semester, I agree to be responsible for 100% of my tuition and student fees.

The offices of the bursar and the registrar will not accept registration forms unless they are accompanied by the required monies according to the tuition requirements. **Required monies must be paid by the last day of the registration period in order for the student to attend classes.**

Note: Fees are subject to change without notice.

FINANCIAL RESPONSIBILITY REGARDING ADD/DROP PERIODS

Students who drop classes during stated add/drop periods are not financially liable for the classes dropped and do not affect their transcript. Students who drop classes after the add/drop period are financially liable for those classes and receive a grade of "W" on their transcripts for the classes dropped.

ADDITIONAL FEES

Late Registration Fee

If you register during the late registration period, you will be charged a \$100 late registration fee, due upon registering for classes.

Past Due Tuition Fee

If, after establishing a payment plan with the Bursar’s Office, you are 45 days past due on a payment, your account will be charged a \$25 late fee. This fee will be charged for each payment that is 45 days past due. All accumulated past due fees must be paid before the end of the semester in which they are accumulated.

METHOD OF PAYMENT

My total tuition charges for this semester are: \$ _____

I have paid the following amount using the following method:

Amount Paid: _____

Method of Payment: Check Cash Debit/Credit Card (Card No. _____ Exp. _____)

In addition, I have signed a deferred plan agreement and agree to honor the agreement as set. The deferred payment plan is set up below.

DEFERRED PAYMENT PLAN

Number of Classes: _____

Tuition	\$ _____
Registration Fee	\$ _____
Total Amounted Discounted	\$ _____
Deferred Payment Plan Fee	\$ _____
Schedule Change Fee	\$ _____
Late Fee	\$ _____
Library Fee	\$ _____
Application Fee	\$ _____
Other Charges-Student Services Fee	\$ _____
Total Tuition & Fees Due	\$ _____
Financial Aid Awarded	\$ _____
Scholarship Awarded	\$ _____
Special Discount Offer (BOGO)	\$ _____
Previous Semester Balance (if applicable)	\$ _____
Total Balance Due	\$ _____

\$ _____ DOWN PAYMENT - 100% of fees and 50% of tuition down at time of registration.

\$ _____ 1 ST PAYMENT DUE-	_____	\$ _____ 4 th PAYMENT DUE-	_____
\$ _____ 2 ND PAYMENT DUE-	_____	\$ _____ 5 th PAYMENT DUE-	_____
\$ _____ 3 RD PAYMENT DUE-	_____	\$ _____ 6 th PAYMENT DUE-	_____

***Failure to adhere to the deferred payment plan will result in class access being denied.
*Be advised, if you are absent from three or more classes due to non-payment, you may be withdrawn automatically from classes. Furthermore, I agree to be responsible for 100% of my tuition and fees.**

The applicant acknowledges that the terms and conditions of this agreement which they have read, and they understand and agreed to the terms and conditions and hereby agree to make acceptable payment arrangements stated above. Your payment is due on or before the date stated above. **If your payment is not paid within the given time there will be an assessed late payment fee of \$25.00.** By signing this tuition payment contract you are accepting the terms and conditions presented above.

REFUND POLICY

Students who wish to voluntarily withdraw from classes must officially notify the University in writing. The official withdrawal date will be set as the last day the student attended class. Refunds and final grades are determined based on the last date the student attended class.

The University’s refund policy is as follows:

1. All tuition and fees (with the exception of application fee) will be fully refunded if a student's application is not accepted or if the student cancels within three business days of signing the enrollment agreement and making an initial payment.
2. After classes begin each semester, the refund schedule will be as follows:

Amount of Refund:

16 WEEK CLASSES

1st week of classes	100%
2nd week of classes	80%
3rd week of classes	60%
4th week of classes	40%
5th week of classes	20%
6th week of classes	0%

12 WEEK CLASSES

1st week of classes	100%
2nd week of classes	75%
3rd week of classes	50%
4th week of classes	25%
5th week of classes	0%

8 WEEK CLASSES

1st week of classes	100%
2nd week of classes	50%
3rd week of classes	25%
4th week of classes	0%

3. This refund schedule is applicable for any student who registers as a full-time student and is later permitted to drop courses to place him or her in the classification of a part-time student.
4. Refunds of tuition and fees will be made by check payable to the student (except when payment was made by credit card; the refund will be a credit to the credit card) within 30 days of the date the University determines the student has withdrawn.
5. Refunds of tuition and fees from financial aid will be returned to the appropriate financial aid account in accordance with the guidelines or regulations.

Circumstances Under Which Full Refunds Are Given

Tuition and fees will be refunded in full for the current enrollment period under the following circumstances:

- Courses cancelled by the University
- Involuntary call to active military duty
- Documented death of the student
- Exceptional circumstances, with the approval of the President or designee of the University

ACCEPTANCE AND SIGNATURE

By my signature, I agree to the conditions of this contract. I also verify that I have received a copy of the contract.

Student Signature

Date

Bursar Signature

Date