



Payment Arrangement

The following serves as a promissory note pertaining to your outstanding balance on your University of Delaware Student Account. Please complete all information, read the terms and conditions carefully, sign and return the document to the University of Delaware at the address listed below.

Payment Plan	This document is a promise to pay the University of Delaware in the amount of \$ _____, to be paid in _____ monthly installment(s) of \$ _____, starting on the date of _____. Under this arrangement, the final payment of \$ _____ will be due on or before the date of _____.
Payment process	<p>Payments can be made by paper checks or online at www.udel.edu/stupayment.</p> <ul style="list-style-type: none"> • Paper checks should be made payable to "University of Delaware," and can be sent to the University at: Cashiers Office, 116 Student Services Building, Newark, DE 19716. You should also include the student ID number on the check. • Credit card payments are processed online only. Expect a 2.75% service fee for domestic credit cards or 4.25% for international credit cards. • Online checks are also processed online but no additional fees are charged for this payment type. You must provide your checking account information (bank routing and account number) and your student ID to make an online payment.
Agreement	<p>You further understand and agree that:</p> <p>I. GENERAL</p> <ol style="list-style-type: none"> a. I must notify the University of Delaware whenever my address changes. b. If I must contact the University regarding this promise to pay, I will address all correspondence to University of Delaware, Collection Services, 124 Student Services Building, Newark, DE 19716. c. I acknowledge that it is my responsibility to meet the payment terms within this agreement and further acknowledge that I will receive no additional billing notifications or reminders from the University unless I fail to meet these terms. <p>II. PREPAYMENT</p> <ol style="list-style-type: none"> a. I may, at my option, repay all or any part of the outstanding balance before the designated due date. If / when this happens, any remaining terms and conditions are voided. <p>III. DEFAULT</p> <ol style="list-style-type: none"> a. If I fail to make payment of any installment due, the entire debt shall, at option of the Holder of this note, become immediately due and payable. The University, at its discretion, will retain a collection agency/attorney to collect this note upon default. b. If I default on this Note, the University of Delaware will disclose that I have defaulted, along with other relevant information, to credit bureau organizations. c. Further, if I default on this Note and this Note is sent to a collection agency or collection attorney, the firm or party may disclose that I have defaulted, along with other relevant information, to credit organizations. d. In addition, I understand that under Title 30, Delaware Code, Section 545, any Delaware income tax refund which is due a taxpayer may be used to offset the balance of any delinquent student account with the University of Delaware. <p>IV. ENROLLMENT, TRANSCRIPTS AND DIPLOMA</p> <ol style="list-style-type: none"> a. I understand that I will not be permitted to enroll in any University of Delaware courses and that my academic transcript will be withheld until my account balance has been paid in full.

By signing this agreement, I certify that I have read and agree to the terms and conditions of this note. Please return a signed copy to the University of Delaware, 124 Student Services Building, Newark, DE 19716, or via fax to 302 831-4056, attention Collection Services.

Print Name	Student UD ID #	Signature
		Date

For Office Use Only:	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
_____	_____	_____
University of Delaware representative	Date	