

THIRD-PARTY APPLICATION FORM

Third-party payments, including employer reimbursements, must be considered with other financial assistance when determining a student’s eligibility for federal aid. If you are receiving a payment from a third-party agency, complete the sections below to ensure your financial awards are properly calculated.

The information below will also help us to invoice any third-party agency or sponsor assisting with paying your fees. Attach any copies of a letter of credit or contract that verify you will be sponsored by a third-party. If you will receive payment directly from the third-party, your balances are still due according to any promissory notes or payment plans signed for the applicable period.

Student Name: _____ Student ID #: _____
Last, First, Middle

Campus: _____ Term: _____

Select one: I’ll be paid directly and will pay MBU Invoice the following third-party

Employer/Agency Name/Sponsor: _____

Employer/Agency Address/Sponsor: _____

Employer/Agency Contact Person/Sponsor: _____
Name/Title/Telephone

I authorize billing representatives to release all information regarding my account that is required by my sponsoring agency to process payment.

 Signature Date

Please check the charges listed below that the third-party agency will pay:
 All Tuition: or Part of Tuition: \$_____ (list the amount the agency will pay if not full)

Health Insurance: Lab Fees: Course Material Fees: Parking Tags:

Student Activity Fees: Add/Drop Fees: Transcript Fees: Campus housing:

Period that agency will cover expenses for above student:
 Until degree is awarded: Fall: 20____ Spring: 20____ Summer: 20____

Note: PAYMENT MUST BE RECEIVED BY THE END OF EACH TERM. THE STUDENT WILL NOT BE ELIGIBLE FOR REGISTRATION IN THE FOLLOWING TERM IF THE ACCOUNT BALANCE IS UNPAID.

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