

### Third-Party Billing Agreement

#### STUDENT INFORMATION

<b>Student's Last Name*</b>	<b>Student's First Name*</b>		
<input type="text" value="Test"/>	<input type="text" value="Test"/>		
<b>UNI (Univ. Network ID)*</b>	<b>School*</b>		
<input type="text" value="test"/>	<input type="text" value="Test"/>		
<b>CU Email Address*</b>	<b>Phone Number*</b>		
<input type="text" value="test@columbia.edu"/>	<input type="text" value="(212) 555-5555"/>		
<b>Student's Local Address</b>			
<b>Street*</b>	<b>Apt/Box</b>	<b>City*</b>	<b>State*</b>
<input type="text" value="Test"/>	<input type="text" value="Test"/>	<input type="text" value="Test"/>	<input type="text" value="NY"/>

#### SPONSOR INFORMATION

<b>Sponsor Name</b>	<input type="text" value="*Test"/>
<b>Billing Contact Name</b>	<input type="text" value="*Test"/>
<b>Contact Phone</b>	<input type="text" value="*(212) 555-5555"/>
<b>Sponsor Email Address</b>	<input type="text" value="*test@columbia.edu"/>

#### AWARD INFORMATION

<b>Terms Covered By Sponsorship</b>	
<b>Begin Date</b>	<input type="text" value="*05/01/2015"/>
<b>End Date</b>	<input type="text" value="*05/31/2015"/>

Please note: A full academic year comprises both Fall and Spring semesters. For example, if your sponsor covers partial tuition at 80% per academic year, the amount will be allocated as follows: 40% for Fall semester and 40% for Spring semester.

**Sponsor will pay for the following (check all that apply):**

If you choose "Other" in the Payment Information drop-down menu, please include details in the Comments box, highlighted, below.

Full Tuition	<input type="radio"/>	Partial Tuition (indicate percentage or amount)	<input type="radio"/>	<input type="text" value="\$20,000"/>	<b>Payment Information*</b>	<input type="text" value="Per Academic Year"/>					
Health Services	<input type="checkbox"/>	Medical Insurance	<input type="checkbox"/>	Mandatory Fees	<input type="checkbox"/>	Dining	<input type="checkbox"/>	\$ 1000.00	Housing	<input type="checkbox"/>	\$ 1000.00

<b>Was an Admission deposit paid by sponsor?</b>	<input type="text" value="*No"/>
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Enter Amount (If No, please enter \$0.00)	<input type="text" value="*\$ 0.00"/>
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<b>Was a Housing deposit paid by sponsor?</b>	<input type="text" value="*Yes (if yes, state amount paid)"/>
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Enter Amount (If No, please enter \$0.00)	<input type="text" value="*\$ 500.00"/>
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<b>Comments</b>	<input type="text" value="Test will pay for tuition for the academic year"/>
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Please be sure to enter the correct deposit amount paid by your sponsor so that this amount does not appear on the next bill.

#### STUDENT ACKNOWLEDGMENT

Please note that unless you inform us otherwise, this Agreement will be used for the duration of the funding period as stated on accompanying sponsorship letter.

\* b I hereby authorize Student Financial Services of Columbia University to invoice my sponsor for the tuition and fees-related charges specified above. Consequently I agree to and understand the following:

- I will be sent monthly student account statements in addition to a copy of the Third-Party Billing invoices that are sent to my sponsor. I am responsible for monitoring my account by comparing the two;
- I am responsible for making timely payments for all charges that are not covered by my sponsor, and will be subject to late payment charges if a payment is not made on time;
- I will notify Student Financial Services of any changes to my program, registration or to my address or my sponsor's address;
- If payment is not received in a timely manner from my sponsor or from me for any charges that are not covered by my sponsor, my account will be placed on hold in keeping with University policy. Consequently, I will not be allowed to register, make changes to an existing registration or receive a diploma or transcript;
- This agreement does not relieve me from any financial responsibility to Columbia University. I am fully liable for charges not paid by my sponsor.
- Any unpaid charges left on my student account are subject to collection action and collection costs including reasonable attorney's fees and all expenses incurred by Columbia University.

**In order for us to bill your sponsor, please note that your sponsorship/award letter must accompany this Agreement.**

\* b I hereby certify that the information I have entered is correct. I understand that this agreement does not relieve me from my financial responsibility to Columbia University, and that I am fully liable for charges not paid by my sponsor. If the details of my sponsorship change, I am responsible for reporting updated information to Student Financial Services.

Sponsor/Award Letter

q1 telephne data.xls

Signature

Electronically signed by Anthea Jeffrey-Faustin on 05/05/2015 1:09:

**Please be sure to download a copy of your completed form from the confirmation page and print it for your records.**