



Stevens Institute of Technology  
 Student Service Center  
 Castle Point on Hudson  
 Hoboken, NJ 07030



Phone: 201-216-5555 Fax: 201-216-8050

## Employer Tuition Reimbursement Bridge Plan Agreement

The **Employer Tuition Reimbursement Bridge Plan (ETRBP)** option is available to graduate students who are covered under their employer provided tuition reimbursement plan and are in good financial standing with Stevens Institute of Technology (no outstanding balances prior to the semester specified below).

This plan is to assist students in “*bridging the gap*” between the Stevens Institute of Technology tuition due date and their employer reimbursement. This form is valid only for the semester and dates specified below.

**Student is financially responsible for payment of all semester tuition and fees by the established due date (as specified below). Failure to make payment by the due date will result in a \$500 Late Payment Fee.**

### 2010 Spring Semester (10S)

#### Requirements:

- Enroll in this plan by: **February 12<sup>th</sup>, 2010** Pay semester balance in full by: **June 9<sup>th</sup>, 2010**
- Complete this enrollment form and pay a \$100 non-refundable enrollment fee

**This form and the \$100 enrollment fee must be submitted directly to the Stevens Student Service Center by the above stated enrollment date. ACH or American Express, MasterCard and Discover credit card payments are accepted through ebilling and Web for Students**

#### Registration:

The outstanding balance covered by this agreement must be paid in full by the above established due date or the student will be de-enrolled from future semesters.

#### Late Payment Fee:

Failure to make payments by the above established due date will result in the automatic assessment of a **\$500** Late Payment Fee and prohibit the student from enrolling in this plan the following semester.

Stevens reserves the right to withhold academic and campus privileges, including but not limited to registration, grade reports, e-mail, library and WebCT access, transcripts, and diplomas for non-payment of funds owed to Stevens by the student. Furthermore, Stevens may report any delinquency with a national credit bureau and/or refer the account to a collection agency or law firm. Student is responsible for all costs of collections including legal fees.

I certify that the information noted is true and accurate and acknowledge my obligation to notify Stevens Student Financial Services (in writing) of any change in name, address, or financial ability to pay this obligation. By signing below, the student attests that s/he has read and understands all terms as stated above and agrees to comply with those terms, enrollment due date, and payment due date.

**Student's Name:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

**CWID:** \_\_\_\_\_ **Day Time Phone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Payment Method:**     Web ACH Payment     Web Credit Card Payment     Cash/Check