

**CALDWELL COLLEGE BURSAR PAYMENT WORKSHEET
SUMMER SEMESTER, 2009**

This form Must be completed, signed and returned by the due date in order to attend class.

*Due Date: External Degree: May 1 Session A: May 12
 Session B: June 15 Session C: May 12*

Name: _____ ID# _____

Daytime Phone: _____ E-Mail Address: _____

CHARGES:

1. Enter the "Amount Due" from the enclosed statement on Line 1 _____
Line 1

CREDITS:

2. List any Summer Financial Aid, Scholarships or discounts NOT ALREADY SHOWING ON THE BILL (Do Not List Loans in this Section):

Type of Aid	Dollar Amount for Summer
_____	_____
_____	_____

TOTAL GRANTS, SCHOLARSHIPS OR DISCOUNTS _____
Line 2

3. LOANS

To claim a summer loan you must First Request it through the Financial Aid Office to be sure you are eligible, and you must have at least 6 credits.

Type of Loan _____ Amount _____

TOTAL SUMMER LOAN AMOUNT _____
Line 3

4. TOTAL CREDITS (Add Line 2 and Line 3) _____
Line 4

5. TOTAL PAYMENT DUE (After the Due Date, Add a \$75 Late Payment Fee)
Subtract Credits (Line 4) from Charges (Line 1) _____
Pay this Amount

To pay with a credit card, follow the instructions on the enclosed "Methods of Payment Sheet" and return the Completed Pink Credit Card Confirmation Slip.

Check One: If Payment or Loan creates a Credit: Refund to Student _____ Leave on Account _____

SIGNATURE REQUIRED: *"I understand that if there is an outstanding balance by the end of the semester, this account will be placed in collection, and I will be responsible for any collection costs incurred."*

Student Signature: _____ Date: _____