

# BURSAR PAYMENT WORKSHEET

GRADUATE STUDENT

FALL SEMESTER 20\_\_\_\_\_

**\*\*This form MUST be signed and returned by AUGUST 15th if your payment amount differs from the TOTAL DUE on your invoice.\*\***

(NOTE: if University is closed on August 1st, form is due the 1<sup>st</sup> business day after August 1st)

Last Name \_\_\_\_\_ First \_\_\_\_\_ LIN \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Email Address \_\_\_\_\_

<b>Adjustment Description:</b>	<b>Amount:</b>
1. Enter the " <b>TOTAL DUE</b> " from your invoice.	
2. Enter tuition charges for courses registered AFTER billing cycle	
3. Health Insurance	
4. Enter \$50 or \$75 if participating in Graduate Tuition Deferment Plan	
5. Enter \$25 or \$50 if participating in Graduate Tuition Payment Plan	
<b>6. Adjusted Total Charges</b> (add amounts from 1 through 5)	
7. <b>Federal Direct (Subsidized/Unsubsidized Loan)</b> applied for but not yet disbursed	
8. Enter amount of tuition deferred on <b>Graduate Student Application to Defer Payment.</b> (Completed Form must be submitted and is available at: <a href="http://financeadmin.lehigh.edu/content/forms-0">http://financeadmin.lehigh.edu/content/forms-0</a> )	
9. Enter amount of tuition deferred on <b>Graduate Student 3 Payment Plan</b>	
<b>10. Less Grants/Scholarships accepted but not yet disbursed:</b>	
➤ University Tuition Award: Please specify Dept _____ ( <i>University Tuition Award Form</i> available at <a href="http://financeadmin.lehigh.edu/content/forms-0">http://financeadmin.lehigh.edu/content/forms-0</a> )	
➤ University scholarship: Please specify name	
➤ Other: Please specify name	
<b>11. Total Deferred Credits</b> (add amounts from 7 through 10)	
<b>12. AMOUNT REMITTED:</b> by August 15th to avoid \$200 late payment fee (Line 6 Adjusted Total Charges less Line 11 Total Deferred Credits)	

**PAYMENT INFORMATION:** Payments may be completed online via e-Bill Suite. Please visit the Bursar Web Page at [go.lehigh.edu/ebill](http://go.lehigh.edu/ebill)

## REQUIRED SIGNATURE

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

My signature above acknowledges the *Deferred Amount* constitutes a loan made by Lehigh University to me. This loan shall be paid to Lehigh University immediately upon receipt by the Student of the funds anticipated from the indicated source(s). If the anticipated funds are not received by date specified, this loan shall be repaid by Student to Lehigh University, on demand together with interest at 6% per annum. I authorize Lehigh University to obtain credit report(s) as needed to administer the issuance and collection of this loan. I acknowledge this loan shall constitute a "student loan" and shall not be discharged or dischargeable in any proceeding filed under the United States Bankruptcy Code. The academic records of the student are subject to be closed until I have satisfied all the requirements of this agreement. In the event of failure to repay this loan, I agrees to pay collection fees up to 33 1/3% of the unpaid *Deferred Amount*.