

With this plan, you can pay your tuition in three installments:

Payment #	Payment Amount	Fall	Winter	Spring	Summer
#1	1/3 of tuition and fees, plus \$15 non-refundable plan fee	Your Tuition Due Date	Your Tuition Due Date	Your Tuition Due Date	Your Tuition Due Date
#2	1/3 of tuition and fees (If your classes have changed, 1/2 of your balance), due on the 15 th day of the 2 nd month of the quarter	October 15	January 15	April 15	July 15
#3	Remaining balance, due on the 15 th day of the 3 rd month of the quarter	November 15	February 15	May 15	August 15

If a due date falls on Saturday or Sunday, your payment is due next business day.

Most students qualify for the tuition payment plan. However, the following situations do not qualify for this plan:

- Less than \$100 due.
- International students under the age of 18. Please contact YonHee Fisher in the ISS office for assistance: yonhee.fisher@edcc.edu or 425.640.1188.
- Third party billing, Boeing, L&I, a branch of military, or any company that requests, in writing, that the college bill them directly for your tuition and pays it in full. Students who must pay tuition out-of-pocket and request reimbursement from third parties may still qualify for the plan.

APPLICATION FOR TUITION PAYMENT PLAN

**Student Information Required (Please Print)*

*Student's Last Name: _____ *Student's First Name _____

*Student # (If SID unknown, provide SSN) : _____ - _____ - _____ *Phone #: (_____) _____ - _____

*Address: _____ *City: _____ *State: _____ *Zip Code: _____

Payment and paperwork with the first payment of 1/3 tuition and fees, plus the non-refundable fee of \$15.00 must arrive on or before your tuition due date.

- IN PERSON at Lynnwood Hall, first floor, at the Cashier's window or drop-box.
- BY MAIL: Send completed form along with your check or money order to the address above, Attn: Cashier's Office.
- APPLY BY EMAIL / PAY BY CREDIT CARD: Email this form to cashiersoffice@edcc.edu or FAX to 425.640.1494. Pay by calling the Cashier's Office at 425. 640.1563 or by visiting our ePay service at edcc.edu/payment-plan.

The fine print:

- A new form must be completed and submitted along with the \$15 non-refundable fee for every quarter the plan is used.
- If you miss the second due dates, you will be dropped with no refund. If you miss the third due date, you will be billed and a hold placed on your account. The college is not responsible for sending reminders of tuition due dates. Contact the Cashier's Office if you have questions.
- If you miscalculate your payment amount, the Cashier's Office will make corrections and notify you.
- Pursuant to state law (RCW 28B.10.293 and RCW 19.16.500) any debts to the college will be increased by costs and expenses incurred in the collection of such debts.

*Student Signature: _____ Date _____

I certify that I am at least 18 years of age and that I have read, understand and agree to the terms and conditions of this contract.

If student is under 18 years of age, *Parent/Guardian Signature: _____ Date _____