

# Virginia Wesleyan University

## Disclosure of Tuition and Fees Payment Policies and Consent to Communications

**Student Information:**

*(Please print clearly and complete all items in blue or black ink. Please do not use your social security number below.)*

**Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Student ID # (on billing statement):** \_\_\_\_\_

I accept the responsibility for payment of all charges assessed to my Tuition and Fees Account while attending Virginia Wesleyan University (hereinafter the University). I understand that the policies governing tuition and fees, financial aid, refunds, miscellaneous fees, and other financial transactions as outlined in the Virginia Wesleyan University Student Handbook (hereinafter Student Handbook) are part of this agreement. I understand that the Student Handbook may be amended from time to time, and it is my responsibility to review the financial information contained in the handbook annually. I understand that the current Student Handbook is available online at [www.vwu.edu](http://www.vwu.edu).

I further agree:

- I understand that tuition and fees are due and payable prior to the first day of classes, and that the actual due dates for each fall and spring will be published yearly in the Student Handbook.
- If I fail to pay my tuition and fees on time, and if my account is placed with any collection agency, I agree to reimburse the University for the fees of the collection agency, which will be based on a percentage at a maximum of 33.33% of my debt, plus all costs and expenses, including reasonable attorney's fees, the University incurs in collection efforts.
- I understand that, with the exception of parking fines, I have 30 calendar days from the date of a billing statement in which to dispute any non-course related fees in writing to the University Office of Finance and Administration. All parking fines must be disputed with Campus Security within three calendar days of receiving a ticket.

I continually guarantee to the University the prompt payment, when due, of all charges and costs incurred by me while enrolled at the University. I also agree that if my ability to pay changes, it is my responsibility to inform the Office of Finance and Administration in a timely manner. This guarantee shall continue in full force and effect until all such charges and costs have been fully paid, unless my obligation is modified or terminated in writing by the University.

I understand and agree that, in order for the University to service my account or collect any amounts I may owe, the University, its employees, agents, affiliates, and service providers may contact me by telephone at any telephone number associated with my account, now or in the future, or contact me by written, electronic, or verbal means as the law allows, such as manual telephone dialing or automated systems, pre-recorded voice messages, emails, or text messages. I agree that the University, its employees, agents, affiliates, and service providers may record telephone calls regarding my account in assurance of quality and/or other reasons.

I have read this disclosure and consent and agree to all of its terms.

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

\_\_\_\_\_  
Date