
401 S. State Street • Chicago, IL 60605 • TEL: 312-935-6260 • FAX: 312-935-6201 • EMAIL: financialaid@robertmorris.edu

Name _____ ID _____

If you have qualified for the Second Degree and Second Concentration scholarship, please initial the following statements:

- _____ Each course will be discounted and the remaining tuition cost to the student is \$350 per class.
- _____ All program, transportation and book & course fees are required to be paid by the student.
- _____ The Program Fee for the 2019-20 School Year is \$260 per quarter. A Transportation Fee (charged to students when registered in 2 or more classes each term) for the 2019-20 School Year is \$105.

Once enrolled, the following withdrawal policies will be in effect:

- After the completion of one (1) term, a student who withdraws for only one (1) term will continue to receive the grant upon their return.
- After the completion of one (1) term, a student who withdraws for two (2) consecutive terms or more, will return to the grant offered at the time of return (if the grant is being offered).
- Students who do not complete the term in which they registered for the second degree/concentration course, will follow an appeal process to determine if the grant will be offered when returning to the program.
- The grant will be applied to each class one (1) time. The student is responsible for the cost of tuition and fees at the current rates for multiple attempts.

The grant will cover tuition up to 18 months from the original enrollment date for the second degree/second concentration. If the second degree/concentration is not completed within 18 months from original enrollment date, the remaining courses will be at full tuition cost to the student.

A student can enroll in a maximum of **ONE second degree** –OR– **ONE second concentration** under this scholarship.

CASH PAYMENT POLICY

If your charges exceed your credit balance, you need to carefully read and understand the following policies:

- The remaining term balance is due during Week 5 of each term.
- You will not be allowed to start the next quarter unless your account is paid in full or you have made other arrangements with your Financial Services Advisor.
- If you charge your books to your account, you must pay the entire book bill before the end of the quarter in which you used the books. If there are other charges (i.e. Ventra U-Pass), those must also be paid by the end of the quarter.
- Upon separation from the university, your diploma and academic transcript will only be issued if you have a zero balance.
- In order to return to the university after withdrawing, your account must be paid in full.

_____ (student initial)

- I understand and accept that if I fail to pay my student account bill or any monies due and owing Robert Morris University Illinois (RMU) by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, RMU may refer my delinquent account to a collection agency. I further understand that I am responsible for paying the collection agency fee which may be based on a percentage at a maximum of 50% of my delinquent account, together with all costs and expenses, including reasonable attorney's fees, necessary for the collection of my delinquent account.
- I understand that when I register for any class at RMU or receive any service from RMU I accept full responsibility to pay all tuition, fees, and other associated costs assessed as a result of my registration and/or receipt of services. I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e. a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. 523(a)(8) in which RMU is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date.
- I understand and agree that should I leave RMU under any circumstance with a balance due, I authorize Robert Morris University and its agents, representatives, attorneys, and contractors (including collection agencies) to contact me through my mobile phone, home phone and email, including by way of text, automated message calls or auto dialer using my current number or any future numbers assigned to me to collect such outstanding debt, unless I notify such party in writing to cease such communication.
- In the event my balance is unpaid, I understand, agree and authorize RMU to use my social security number for internal and external credit reporting and collection purposes for all charges incurred against this account for the duration of my enrollment at RMU.

STUDENT EMAIL COMMUNICATION

All Robert Morris University students receive an email account upon enrollment. The student email is the official channel of communication between the University and students. Students are expected to read all communications in a timely fashion. All academic, financial and emergency alert information will be sent to the student email account. We suggest students check their University email on a daily basis. If a crisis situation were to develop, we will utilize our ability to communicate critical information to students, faculty, and staff through a variety of flexible systems: including phone, email, and text messaging, as well as the university website, through recorded messages and text messages. Students can request to opt out of text messaging, with the understanding that they will no longer receive any messages should an emergency situation occur.

Student Signature _____ Date _____