



Applicant/Student Information (Required)

First Name: Last Name: Phone: Email: Identifier (Date of Birth or Student ID): Employer: Academic Program: Estimated Start Date (if applicable):

This form is applicable to Tuition Grant (TG) program students who have employer or third-party administrator (TPA) required steps to ensure tuition reimbursement or direct bill payments are issued. Students participating in a Tuition Grant Program must abide by the terms and conditions below. Please sign this form where indicated below if you accept the following terms and conditions. The purpose of this form is to set forth the terms and conditions of the TG Student Payment Option and to confirm that you and Ashford University ("University") are in mutual agreement about the scope of our engagement, to set forth the financial arrangement, and to verify your approval of these financial arrangements.

Terms and Conditions of the TG Student Payment Option:

Please review the following:

- 1. If I fail to give the money I receive from my employer to University or fail to follow my employer's education assistance requirements (including timely submission of course applications and grades) then I will be personally responsible for the money owed.
2. All payment on invoices will be due 45 days from each valid course grade posting. If University has not received payment for the course, my credit card will be automatically charged 60 days after each valid course grade posts for tuition not to exceed the employer's contribution for the TG year.
3. It is my responsibility to adhere to all of my employer's education assistance requirements in order to receive the TG. If at any point the credit card on file is declined, and payment is not received within 10 business days, I will be withdrawn from the TG Program and I will be personally responsible for any outstanding payments.
4. My eligibility for the TG is conditional upon not receiving federal student financial aid (such as, Pell Grant and Direct Loans) while a recipient of the TG. Moreover, I agree not to receive any form of federal student financial aid funding (such as, Pell Grant and Direct Loans) for any education-related expenses for any courses taken while participating in the TG.

Student Acknowledgement

Please review the following:

- 1. I understand I must input valid credit/debit card information in the Student Portal in the Finance area prior to attending the first course in the TG year.
2. I authorize the primary credit/debit card on file to be automatically charged 60 days after each valid course grade posts, if the University has not received payment for the course.
3. I understand that it is my responsibility to ensure that I have sufficient funds in the account to avoid overdraft fees.
4. I understand that the University will not be held liable for any institutional and/or bank fees assessed for insufficient funds.
5. I understand that endorsed debit cards may also have daily limits that cannot be exceeded and ensure that any payments on endorsed debit cards will not exceed these limits or communicate with my bank to ensure an exception to these limits. The University will accept Visa or MasterCard debit cards.
6. I understand that there may be differences in fraud protection features of debit cards and credit cards, particularly because debit card purchases are withdrawn directly from a checking or savings account. It is my responsibility to be aware of these differences prior to submitting this information as part of my payment option plan.
7. I agree to always provide valid and accurate credit/debit card information in the University Student Portal and understand that if I do not keep my valid credit/debit card information updated in the University Student Portal, my enrollment in the TG program may be placed on hold.
8. I understand that the terms and conditions of this agreement are not contingent upon reimbursement by my employer, or any other condition.

Acknowledgment and Authorization (Required)

I have accepted and agreed to the terms listed above. I accept and agree that I am eligible for my employer's tuition assistance program and the TG program. I authorize University to charge the primary credit/debit card in my file or accept another form of payment according to the terms and conditions of this Tuition Grant Student Credit Card Payment Authorization.

Student Signature: Date: