



# Payment Plan

2830 Napoleon Road Fremont OH 43420-9670  
Cashier 419-559-2329 | Fax 419-334-9828 | cashier@terra.edu

**CASHIERS' OFFICE**  
revised 3-23

**Fall 2024 – 202440**  
***(complete new each semester)***

\_\_\_\_\_  
Student I.D. or Social Security Number

Title IV Consent completed Cashier reviewed \_\_\_\_\_

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Initial

- \*There is a \$20 non-refundable Finance Charge applied to account.
- \*Keep a copy of this form. Reminders are sent to your Terra email account only. No statements are mailed.**
- \*Payment Plan & First Payment must be received in the Cashiers' Office in order to prevent no pay drop from courses.**
- \*If you withdraw from classes, you are still responsible to pay any remaining balance.
- \*This worksheet is to be used as a guide only. Refer to the Banner Self Service, Student Account Summary for your current account information.
- \*Failure to pay the plan as agreed may result in the account being turned over to the Ohio Attorney General for collection.
- \*Grades, transcripts, certificates/diplomas will not be released if there is a balance still due after the final payment date.
- \*Registration for future semesters will be denied until the account balance is paid in full or below \$500.00.
- \*Not attending or stopping to attend your classes will not reduce or eliminate charges on your account.
- \*If you anticipate Financial Aid, Employer Sponsorship, *State Program funds (ex. CCP) etc*, but they are not "credits" or a balance remains after funds are showing as "credits", you're responsible for the balance due. Review your Banner Self Service, Student Account Summary.
- \*Title IV Consent must be completed on student account in order to activate payment plan**

By signing below, I acknowledge I have read, understood, and agree to the above listed conditions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**This section to be completed by the Cashiers' Office.**

Total Charges		\$ _____
Anticipated Financial Aid		\$ _____
Charges to be Financed		\$ _____
Payment 1 Due Date	<u>Monday August 5, 2024</u>	\$ _____
Payment 2 Due Date	<u>Monday September 2, 2024</u>	\$ _____
Payment 3 Due Date	<u>Monday October 1, 2024</u>	\$ _____
Payment 4 Due Date	<u>Monday October 28, 2024</u>	\$ _____
Payment 5 Due Date	<u>Monday November 25, 2024</u>	\$ _____
Finance Charge (Non-Refundable) <b>Due at signing</b>		\$ <b>20.00</b>