



THOMAS JEFFERSON

SCHOOL of LAW

PAYMENT PLAN REQUEST FORM

For those students whose tuition and fees are not covered by financial assistance and/or who are unable to make payment in full prior to the start of each semester, TJSL offers up to three monthly payments for the Summer semester. A service fee is attached to each option. This fee is added to your balance which is then divided by the number of payments.

NAME _____

STUDENT ID _____

PLEASE CHOOSE YOUR PAYMENT PLAN:

☐ Two Payments - \$25.00 Service Fee

☐ Three Payments - \$50.00 Service Fee

SIGNATURE _____

DATE _____

PAYMENT METHODS:

Students are able to make their payments with a VISA, MASTERCARD or DISCOVER online through MyVillage, by calling or visiting the Business Office, or by completing the optional credit card authorization form below. Checks or money orders should be made payable to *Thomas Jefferson School of Law* and include your TJSL ID.

OPTIONAL CREDIT CARD AUTHORIZATION:

I authorize Thomas Jefferson School of Law to charge my credit card in accordance with payment plan due dates listed in the semesters Registration Bulletin. I understand that if I wish to cancel my authorization, I must do so in writing before the next payment due date.

Credit Card # _____ ☐ Discover ☐ MasterCard ☐ Visa

Expiration Date _____ 3-Digit V-Code (located on the back of the card) _____

Billing Address _____

City _____ State _____ Zip _____ Phone _____

Name on Card _____ Signature _____

*****IMPORTANT INFORMATION*****

THE FIRST PAYMENT DUE DATE FOR SUMMER IS MAY 29, 2012!

- Please note that a new Payment Plan Request Form is required for each term.
- Scheduled payments not received on or before the due dates are subject to a \$25.00 late fee, and may prohibit or delay your enrollment for next term.
- Consistently making late payments or underpaying the scheduled amounts may jeopardize your eligibility to participate in the payment plan program for future terms.