

Third-Party Billing Agreement

Student's Last Name: _____ **UNI (Univ. Network ID):** _____
Student's First Name: _____ **School:** _____
CU Email Address: _____ **Phone Number:** _____
Student's Local Address: _____
Street Apt/Box City State

Sponsor Name: _____ **Billing Contact Name:** _____
Contact Phone: _____ **Terms covered by sponsorship:** Begin: _____
Sponsor Email: _____ End: _____

Sponsor will pay for the following (check all that apply):

Full Tuition Partial Tuition (indicate percentage or amount) _____
 Health Services Medical Insurance Mandatory Fees Dining _____ Housing _____

Was an Admission deposit paid by sponsor? No Yes (if yes, state amount paid) _____

Was a Housing deposit paid by sponsor? No Yes (if yes, state amount paid) _____

Please note that unless you inform us otherwise, this Agreement will be used for the duration of the funding period as stated on accompanying sponsorship letter.

I hereby authorize Student Financial Services of Columbia University to invoice my sponsor for the tuition and fees-related charges specified above. Consequently I agree to and understand the following:

- I will be sent monthly student account statements in addition to a copy of the Third-Party Billing invoices that are sent to my sponsor. I am responsible for monitoring my account by comparing the two;
- I am responsible for making timely payments for all charges that are not covered by my sponsor, and will be subject to late payment charges if a payment is not made on time;
- I will notify Student Financial Services of any changes to my program, registration or to my address or my sponsor's address;
- If payment is not received in a timely manner from my sponsor or from me for any charges that are not covered by my sponsor, my account will be placed on hold in keeping with University policy. Consequently, I will not be allowed to register, make changes to an existing registration or receive a diploma or transcript;
- This agreement does not relieve me from any financial responsibility to Columbia University. I am fully liable for charges not paid by my sponsor.
- Any unpaid charges left on my student account are subject to collection action and collection costs including reasonable attorney's fees and all expenses incurred by Columbia University.

In order for us to bill your sponsor, please note that your sponsorship/award letter must accompany this Agreement.

Student's Signature: _____ **Date:** _____

Facsimile signatures affixed hereto shall be deemed original for all purposes.