



**DEFERRED PAYMENT PLAN
APPLICATION AND AGREEMENT FORM
GRADUATE AND BACHELOR OF LAWS DEGREE
PROGRAMMES**

Submit completed form to the Business Office, Accounts Receivable Department, Oakes Field or Northern Bahamas Campus, for review. If approved, the initial payment is due IN FULL IMMEDIATELY. Incomplete applications will NOT be considered.

APPROVAL CRITERIA

- Must be a Bahamian citizen or resident.
- Must provide proof of ability to maintain satisfactory payment requirements.
- Must provide letter of acceptance into a graduate or Bachelor of Laws degree programme.
- Must have and maintain a minimum cumulative grade point average of 3.00.

GENERAL INSTRUCTIONS: The following documents must be submitted with this form:

- Job letter (including salary information) from student and guarantor/sponsor, if applicable;
- UB acceptance letter and semester bill;
- Copy of most recent UB transcript (returning students only); and
- Picture identification: UB ID, driver's licence, or valid passport.

ENROLMENT STATUS: New Student Returning Student

STUDENT'S PERSONAL INFORMATION *(Please print or type)*

LAST NAME	FIRST	MIDDLE INITIAL
<hr/>		
UB ID NUMBER	PROGRAMME/MAJOR	
<hr/>		
P.O. BOX	CURRENT ADDRESS	
<hr/>		
PERMANENT HOME ADDRESS	Telephone Number(s)	E-mail address
<hr/>		
MARITAL STATUS:	<input type="checkbox"/> Single	<input type="checkbox"/> Married
	<input type="checkbox"/> Separated	<input type="checkbox"/> Divorced
<hr/>		
NUMBER OF DEPENDENTS: _____	Age of Dependents: _____	

STUDENT'S EMPLOYMENT INFORMATION

NAME OF EMPLOYER: _____ Occupation: _____ Telephone: _____

EMPLOYER ADDRESS: _____

Street Address	P.O. Box	Telephone
----------------	----------	-----------

ANNUAL INCOME (PROOF IS REQUIRED)	<input type="checkbox"/> Under \$40,000	<input type="checkbox"/> \$40,000 - \$59,000	<input type="checkbox"/> \$50,000 - \$69,999	<input type="checkbox"/> \$70,000 +
--------------------------------------	---	--	--	-------------------------------------

GUARANTOR/SPONSOR INFORMATION *(If applicable)*

LAST NAME	FIRST	MIDDLE INITIAL
<hr/>		
NAME OF EMPLOYER: _____	Occupation: _____	Telephone: _____
<hr/>		
NUMBER OF DEPENDENTS: _____	Age of Dependents: _____	

ANNUAL INCOME (PROOF IS REQUIRED)	<input type="checkbox"/> Under \$40,000	<input type="checkbox"/> \$40,000 - \$59,000	<input type="checkbox"/> \$50,000 - \$69,999	<input type="checkbox"/> \$70,000 +
--------------------------------------	---	--	--	-------------------------------------

TERMS OF AGREEMENT	
FACILITY/SERVICE FEE:	\$150.00 one-time non-refundable processing fee.
PENALTY:	\$50.00 penalty fee will be charged each month on all late payments of outstanding tuition and fees.
RETURNED CHEQUE:	Returned cheque service charge will be applied for each returned cheque.
PAYMENT PERIOD:	University of The Bahamas DPP for either the academic year or the entire programme includes the period from _____ to _____. The initial payment, due upon approval of the agreement, is to be paid prior to the start of the academic year.
PAYMENT OPTIONS:	Ten installment payments of the tuition for the academic year inclusive of the facility/service fee. Initial Payment of 28.00% of the total amount due; subsequent monthly payments of 8.00% of the total amount due.

University of The Bahamas reserves the right to cancel the plan for noncompliance (delinquency) of the payment terms.

PAYMENT PLAN TERMS: Ten (10) Instalment Payments

- Total Amount Due:** Tuition for one academic year plus \$150.00 deferred payment plan processing fee.
- Initial Payment:** 28.00% of the total amount due immediately (i.e., prior to the start of the programme - July and December for the fall and spring semesters respectively) when the agreement is approved.
- Subsequent Monthly Payments:** 8.00% of the total amount due at each month end thereafter.

Payment	%	Amount	Date Due
1	28.00%		
2	8.00%		
3	8.00%		
4	8.00%		
5	8.00%		
6	8.00%		
7	8.00%		
8	8.00%		
9	8.00%		
10	8.00%		
Subtotal		\$	

PAYMENT METHODS: Select one of the following:

- Automatic Monthly Credit Card deductions
 Monthly Post-Dated Cheques
 Salary Deductions

<ol style="list-style-type: none"> I understand that University of The Bahamas will withhold all academic privileges (including registration materials, grades, transcripts, diplomas, sitting of examinations and all information regarding my records) if I am in arrears in the payment of tuition, fees, or other charges. I understand that I will not be allowed to attend classes if I am in arrears in the payment of tuition, fees, or other charges. I understand that withdrawal from courses or from UB will not alter my obligation to pay any portion of the deferred amount outstanding at the time of withdrawal. I agree to pay 28% of the total bill for the academic year inclusive of all relevant fees in FULL immediately and the outstanding balance in accordance with the payment schedule as described above. I understand that the DPP must be paid in full prior to any study abroad and/or off-island intensive session. I have read and fully understand the information and terms stated and attest to the truth of all statements made and agree to fulfill the terms of the plan of payment requested as described herein.

STUDENT NAME: _____ **STUDENT ID:** _____

SIGNATURE: _____ **DATE:** _____

FOR OFFICIAL USE ONLY			
Approved:		Denied:	
Officer's Name:		Officer's Signature	