

# Employer Reimbursement Payment Agreement

## 20 B B02B B Academic Year

TO BE COMPLETED BY STUDENT (ALL FIELDS REQUIRED) :

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
(last) (first)

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

This Employer Reimbursement Payment Agreement ("Agreement") is for students whose employers require course completion prior to tuition reimbursement. This Agreement allows you to defer payment of the reimbursable portion of your tuition until after the conclusion of the applicable academic term. The University must receive a renewed and/or updated Agreement each time the designated academic terms have lapsed or each academic year. Also, if there is a change in your employment status or in employer's tuition reimbursement program, a new Agreement must be submitted. A \$45.00 processing fee portion of the charges not eligible for reimbursement must be paid in full by the specified due date on the tuition bill. This Agreement is limited to reimbursable tuition and fees only. All fees and other charges not reimbursable by employer are your responsibility. The deferred payment amount must be paid by the employer reimbursement due date published on the Bursar's Office website regardless of the status of reimbursement from your employer or grade received for the courses taken. It is your responsibility to ensure that grades are submitted to your employer. Your employer has no liability to the University of Denver; this Agreement will not initiate direct billing to your employer. The Agreement must be signed by you and your employer, and submitted to the Bursar's Office. A late fee equal to the greater of \$75 or the unpaid balance may be applied to your student account if this Agreement is submitted after the applicable tuition payment due date for the initial specified academic terms of this Agreement.

The purpose of this Agreement is only to allow students who receive employer reimbursement to defer payment of their tuition and fees. This Agreement does not supersede or negate your financial responsibility to the University of Denver specified in the Billing Agreement and a - g Tstgre yte- p4 (p)8.4 (e)2nda-in r5 (-)16 (appo.7 (r5 (-)16 (appo.07

refund from your financial aid due to this agreement you must contact the Bursar's Office to initiate the process. Please visit our website at [www.du.edu/bursar](http://www.du.edu/bursar) to see