



**15-WEEK DEFERRAL**  
JUSTICE, LAW & PUBLIC SAFETY

**FALL 2009**

STUDENT \_\_\_\_\_

ID \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

EMPLOYER \_\_\_\_\_

EMPLOYER PHONE \_\_\_\_\_

EMPLOYER ADDRESS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

**TERMS**

1. Tuition will be deferred until the Monday of the 15<sup>th</sup> week of the current semester (i.e. Monday of the week before finals).
2. Payment of tuition and other fees becomes your obligation as soon as classes are registered for. This obligation remains until the debt is paid in full or until you officially withdraw from the University within the refund period. Neither non-payment of tuition and fees nor non-attendance of classes constitutes official withdrawal from Lewis University. Withdrawal from Lewis University can only be accomplished by filing a "Complete Drop/Withdrawal for Semester" form in the Registrar's Office.
3. If you leave Lewis University with an unpaid balance, you will also be responsible for any legal fees, collection costs, and interest not to exceed 1% per month (12%@ yr).
4. In your final term of classes you must clear any outstanding balance prior to graduation. If special arrangements are needed, you can contact the Bursar at (815) 836-5283 to discuss.
5. A late penalty fee of \$120.00 will be assessed if payment is not received by the due date. In the event payment for a semester is not received by the due date, Lewis University reserves the right to cancel your next semester's registration.
6. The terms of this agreement will be in effect for the duration of enrollment at Lewis University.
7. You are encouraged to consult the current Course Schedule booklet for tuition rates, fees and deadlines.
8. If a monthly statement is not received, students should view their balance and financial aid information online at [www.lewisu.edu](http://www.lewisu.edu) and click "CURRENT STUDENTS" to view the "VIEW STUDENT RECORDS" link. If a mailed monthly statement is not received, students must still make payment or payment arrangements.

Mail this form and subsequent letters to:

Lewis University  
Business Office  
One University Parkway  
Unit 295  
Romeoville, IL 60446

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE