LEWIS UNIVERSITY
A Catholic and Lasallian University

MVCC RN-BSN
DISCOUNT FORM

Lewis University offers a 15% tuition discount to MVCC students who are enrolled in or have obtained the Associate of Applied Science in Nursing and are also enrolled in the RN-BSN program at any Lewis University site. To receive the discount, the student's enrollment must be verified prior to the beginning term. It is the student's responsibility to have the Enrollment Verification Form below completed by an authorized school official and sent to the Business Office. The discount will not be applied until this is received. Students may be eligible to apply for state and federal aid programs. Students are not eligible for any other Lewis tuition assistance.

STUDENT _____   **ID** _____
　　　　　　　　(Print or Type Full Name)　　　　　　　　　　　　　　　**(Lewis Student ID #) –Form will not be processed if left blank**

ADDRESS _____   **PHONE** _____

　　　　　　　_____   **E-MAIL** _____

CURRENT TERM :   _____

Attendance Verification: **I certify that the above listed student is an Associate of Applied Science in Nursing student of Moraine Valley Community College and entitled to a discount on tuition at Lewis University**.

_____   _____   _____
Lewis University Certifying Official　　　　　 **Lewis University Certifying Official**　　　　　　　　　 **Date**
(Print Name)　　　　　　　　　　　　　　　　 **(Signature)**

_____   _____   _____
Title of Certifying Official　　　　　　　　 **Email of Certifying Official**　　　　　　　　 **Phone # of Certifying Official**

PAYMENT TERMS AND POLICIES
1. Payment of tuition and other fees becomes my obligation as soon as classes are registered for. This obligation remains until the debt is paid in full or until I officially drop my classes within the 100% refund period (the first week of the class).
2. This form is due before beginning classes; if submitted late, the discount begins the next term. Discounts will not be applied to prior terms attended.
3. Accounts not paid in full by the due date will be assessed a non-payment penalty fee and be placed on hold. The hold will prevent future registration and transcript release.
4. An ebill system is utilized for statements, payments, and balances. The ebill is sent to my Lewis University email account. My ebill account must be activated by visiting lewisu.afford.com. Specialized bills will not be generated for employer reimbursement purposes.
5. In my final term of classes, any outstanding balance must be cleared prior to the release of transcripts and diploma.
6. If I leave the university with an unpaid balance, I will reimburse the fees of any collection agency, which may be based on a percentage at a maximum of 33% of the debt, and all costs and expenses, including reasonable attorney's fees, incurred in such collection efforts.
7. I will consult the current Course Schedule for tuition rates, fees, and additional billing policies.
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Mail, fax, or email this form and subsequent letters to:　　　**Lewis University Business Office**
　　　　　　　　　　　　　　　　　　　　　　　　　　　　One University Parkway, Unit 295
　　　　　　　　　　　　　　　　　　　　　　　　　　　　Romeoville, IL 60446
　　　　　　　　　　　　　　　　　　　　　　　　　　　　Fax: (815-838-1380)
　　　　　　　　　　　　　　　　　　　　　　　　　　　　Email: businessoffice@lewisu.edu

_____   _____
STUDENT SIGNATURE　　　　　　　　　　　　　　　　　　 **DATE**