**MSCS Computer Science** **Program:**

**Room and Board Payment Plan Agreement**

The Payment Plan is managed by Computer Science Finance Department (hereafter *CS Finance*). This agreement is intended for students who are living on campus while working remotely for CPT. This Payment Plan is considered to be an exception with strict policies.

**Full Name of Student: Win Ei Khaing**

**Student ID: 613403**

**By signing this form, I agree to the terms and conditions of this agreement. I understand that this agreement may change at any time with little to no notice to me. I agree that I will not violate this agreement, it’s policies, or my payments throughout the duration of my plan.**

**Beginning the 25th of May, I will be charged to my preferred payment method (ACH [checking account] or Credit Card) each month for room and board.**

* **I understand that with this payment plan:**

1. An invoice will be emailed to me each billing month to remind me of the upcoming payment.
2. The billing date for payments will not be changed upon my request.
3. I will have enough funds to cover my monthly payment in my preferred account before each billing date.
4. I will not stop or dispute my monthly payments.
5. If the 25th lands on a holiday, weekend, or a day when the bank is closed, the billing date will be the following business day.
6. If my preferred account needs to be updated, I will fill out and sign a new authorization form and send it to [csfinance@miu.edu](mailto:csfinance@miu.edu) by the 20th of the billing month to have it changed in time for my next payment.
7. There will be a **non-waivable 3% processing fee** added to each **credit or debit card payment.**
8. Being **laid off** or in an **employment gap** does not excuse me from making my monthly payments.
9. There are **no extensions or pause** accepted for this plan if I am unable to make my monthly payment.
10. There will be a **non-waivable $50 late fee** fined to my student account and added to my next payment for every payment that is missed.
11. If a payment fails to withdrawal on the billing date, I will be noticed when the 2nd attempt billing date is.
12. If the 2nd attempted payment also fails, I will be notified and placed on **Business Hold**, a restriction status, and required to make the payment and all fines online by a given date. Additionally, school officials will be notified that I am behind on payments. My work authorization and academic status may be at risk of termination unless I get current on my past due payments and fees by a given date.
13. I will refer to my payment plan as my “Payment Plan”, as I understand that the Payment Plan is **not** **a loan** of any kind, but a direct payment plan with MIU to pay back my MIU Student Account balance.
14. My Student Account **does not** accrue interest; *however,* I could have future charges appear on my student account at any time after this date. Any future charges are not covered by this current plan and therefore I am responsibility to make those extra payments with another payment plan if I do not have it paid off by the end this plan.
15. In order to apply to graduate, I must have my entire student account paid in full. This is a financial requirement for graduation. This may require me to make extra payments.
16. I understand that making extra payments will not change my monthly payment due. I can make extra payments at any time by going to [www.miu.edu/pay](http://www.miu.edu/pay).
17. If I pay my student account balance in full early, I will notify CS Finance immediately to avoid an overpayment, and to change my plan to completed status.

* **VIOLATION OF AGREEMENT POLICY:** I understand that I could be **fined $200** to my MIU Student Account if I am found in violation of this agreement. My situation may be sent to program officials for review, causing my work authorization and academic status to be at **high risk** for termination. My payment plan may be terminated, and I may be required to be issued a bank loan to finish paying the balance.
* **Violations include but are not limited to:**

1. Stopping a payment from withdrawing on the scheduled billing date.
2. Missing 3 or more payments within a 3-month period
3. Failing to make payments on time habitually
4. Failing to respond to emails regarding issues or requested payments habitually

**I agree to the following Payment Plan Calculations:**

**Beginning on 05/25/22, I agree to make monthly payments for my room and board charges until I move off campus. I will inform my RA/RD and CS Finance when I prepare to move off campus.**

**For questions and concerns regarding the Payment Plan, please contact** [**csfinance@miu.edu**](mailto:csfinance@miu.edu)**.**

**By signing this form, I confirm I have read this agreement thoroughly, and I therefor understand and agree to the terms and conditions of the Payment Plan.**

*Please* ***type*** *your full name after the “X” and enter the date. The font is an electronic signature.*

X Win Ei Khaing 05/08/22

**MIU Student Electronic Signature** **Date Electronically Signed**