

NONRESIDENT INSTALLMENT AGREEMENT SAN FRANCISCO STATE UNIVERSITY BURSAR'S OFFICE, ADM 155/STUDENT SERVICES BLDG. ROOM 103

NAME: _____, _____ (MI)
(LAST) (FIRST)

SF State ID #: _____

ADDRESS: _____

PHONE #: _____

EMAIL: _____

OF UNITS: _____

Undergraduate Credential Graduate

Full-Time Part-Time

Note: All OUT-OF-STATE and INTERNATIONAL¹ students who are eligible to enroll may use the Installment Plan, except students with financial aid deferments, approved waivers or subsidies, or students who defaulted on their Installment Plan agreement in the previous semester. Past due obligations must be paid on, before, or with the first installment payment. **Fees are subject to change without advance notice by action of the CSU Board of Trustees and the campus.**

This is to certify that I have read and agreed to the provisions outlined here and on the reverse side. I further agree to pay the registration fees and one-third of the Nonresident Tuition (and any late registration and/or administrative fees) at the time of registration, and the remaining out-of-state and international tuition according to the following schedule along with a non-refundable service charge of 15% on the second and third installments:

Undergraduate		
SPRING 2010	0-6 Units	6.1+Units
1st Payment – at priority fee payment deadline or no later than Feb. 19, 2010.		
State University Fee	\$1,167.00	\$2,013.00
Local Fees	\$357.00	\$357.00
Total Registration Fee	\$1,524.00	\$2,370.00
Plus:	\$124/unit	\$124/unit
2nd Payment (February 5, 2010)	*	*
3rd Payment (March 5, 2010)	*	*

I understand payment is my responsibility and I will not receive subsequent notifications from the University.

Student Signature _____ Date _____

Notes:

- ¹ International students may opt for the international student installment plan. Applications and information are available at the Office of International Programs.
- ² Graduate students in approved programs will be charged a Graduate Program Fee based on 0 to 6.0 units or 6.1+ units.
- ³ Graduate students in the College of Business will be charged a MBA/MSBA Professional Fee at a rate of \$210 per semester unit.

Credential		
SPRING 2010	0-6 Units	6.1+ Units
1st Payment – at priority fee payment deadline or no later than Feb. 19, 2010.		
State University Fee	\$1,356.00	\$2,337.00
Local Fees	\$357.00	\$357.00
Total Registration Fee	\$1,713.00	\$2,694.00
Plus:	\$124/unit	\$124/unit
2nd Payment (February 5, 2010)	*	*
3rd Payment (March 5, 2010)	*	*

Graduate Students (with Program Fees)		
SPRING 2010	0-6 Units	6.1+ Units
1st Payment – at priority fee payment deadline or no later than Feb. 19, 2010.		
State University Fee	\$1,440.00	\$2,481.00
Local Fees	\$357.00	\$357.00
Graduate Program Fee ²	*	*
MBA/MSBA Professional Fee ³	\$210/unit	\$210/unit
1st Payment (excluding Program Fees & Prof. Fee, but must be paid with 1 st installment payment)	\$1,797.00	\$2,838.00
Plus:	\$124/unit	\$124/unit
2nd Payment (February 5, 2010)	*	*
3rd Payment (March 5, 2010)	*	*

Graduate		
SPRING 2010	0-6 Units	6.1+ Units
1st Payment – at priority fee payment deadline or no later than Feb. 19, 2010.		
State University Fee	\$1,440.00	\$2,481.00
Local Fees	\$357.00	\$357.00
Total Registration Fee	\$1,797.00	\$2,838.00
Plus:	\$124/unit	\$124/unit
2nd Payment (February 5, 2010)	*	*
3rd Payment (March 5, 2010)	*	*

Doctoral Students (Educ. Leadership Ed.D.)		
SPRING 2010	0-6 Units	6.1+ Units
1st Payment – at priority fee payment deadline or no later than Feb. 19, 2010.		
State University Fee	\$4,338.00	\$4,338.00
Local Fees	\$357.00	\$357.00
Total Registration Fee	\$4,695.00	\$4,695.00
Plus:	\$124/unit	\$124/unit
2nd Payment (February 5, 2010)	*	*
3rd Payment (March 5, 2010)	*	*

Bursar's Office use (921): Revision: 10/27/09

NONRESIDENT TUITION INSTALLMENT AGREEMENT SPRING 2010

This agreement is subject to the following provisions:

1. I understand I will not be invoiced and payments including the 15% service fee must be received by the Bursar's Office on or before the due date.
2. Failure to pay any tuition installment, plus service charge, on the scheduled due date will result in a \$20.00 administrative fee.
3. Only checks or cash are accepted in person at the Bursar's Office. If student wants to pay by credit card (MasterCard, American Express, and Discover) or electronic check for the 2nd and 3rd installments, student will need to contact the Bursar's Office to setup payment before the due date. Please note that credit card or electronic check payments will result in a convenience fee charged by the online payment processor.
4. I must notify the Bursar's Office immediately of changes in unit load, address, telephone number, or email address.
5. I understand that I will not be eligible to participate in the installment plan in a subsequent semester if (a) I failed to make payments by the due dates more than once in the previous semester and/or (b) I failed to make payments by the due dates more than once in the current semester and/or (c) I had any checks returned by the bank due to non-payment.
6. The university may hold my records and I will be responsible for any legal costs incurred in collecting any unpaid fees, along with any applicable service charge. I understand that any amount owed to the University may be reported to the Franchise Tax Board for offset against tax refunds and/or from any state lottery winnings.
7. If total nonresident tuition is paid on or before the second scheduled payment due date, I understand that I must still pay the 15% service charge on an amount equal to one installment.
8. If the second installment is paid as scheduled, along with the service charge, and the remaining tuition balance is paid after the second payment due date, then the amount of service charge is based on the scheduled number of units installed.
9. If a student withdraws from classes before the first day of instruction but after registering in classes then a 15% service charge on an amount equal to one installment will be assessed and deducted from any processed refund. Please refer to the schedule below.
10. Charges for units dropped or withdrawal from classes are based on the Title V refund schedule; (For refund information, please go to our website at: www.sfsu.edu/~bursar)

Period/Dates:	Obligated Amount	Percent of Refund*
On or before January 22, 2010	\$0.00	100%
January 25 through February 5, 2010	Pro-rata	
February 6, 2010 and thereafter	\$372.00	0%

*Less any applicable fees or service charges

11. If I receive a financial aid award after signing this agreement, I understand that it is still my responsibility to comply with the installment fee payment schedule.
12. Pro-rata charges will be assessed if withdrawn from classes on or after the first day of instruction for the semester.
13. Schedule of Nonresident Tuition Installments:

# of Unit	Nonres. Tuition	Install. Payment	Service Charge	Total Payment	# of Unit	Nonres. Tuition	Install. Payment	Service Charge	Total Payment
1	\$372.00	\$124.00	18.60	\$142.60	11	\$4,092.00	\$1,364.00	204.60	\$1,568.60
2	\$744.00	\$248.00	37.20	\$285.20	12	\$4,464.00	\$1,488.00	223.20	\$1,711.20
3	\$1,116.00	\$372.00	55.80	\$427.80	13	\$4,836.00	\$1,612.00	241.80	\$1,853.80
4	\$1,488.00	\$496.00	74.40	\$570.40	14	\$5,208.00	\$1,736.00	260.40	\$1,996.40
5	\$1,860.00	\$620.00	93.00	\$713.00	15	\$5,580.00	\$1,860.00	279.00	\$2,139.00
6	\$2,232.00	\$744.00	111.60	\$855.60	16	\$5,952.00	\$1,984.00	297.60	\$2,281.60
7	\$2,604.00	\$868.00	130.20	\$998.20	17	\$6,324.00	\$2,108.00	316.20	\$2,424.20
8	\$2,976.00	\$992.00	148.80	\$1,140.80	18	\$6,696.00	\$2,232.00	334.80	\$2,566.80
9	\$3,348.00	\$1,116.00	167.40	\$1,283.40	19	\$7,068.00	\$2,356.00	353.40	\$2,709.40
10	\$3,720.00	\$1,240.00	186.00	\$1,426.00	20	\$7,440.00	\$2,480.00	372.00	\$2,852.00