BURSAR PAYMENT WORKSHEET

GRADUATE STUDENT FALL SEMESTER 20____

This form MUST be signed and returned by AUGUST 15TH if your payment amount differs from the TOTAL DUE on your invoice.*

(Instructions for completing Bursar Payment Worksheet are available at www.lehigh.edu/~inburs/ under Graduate Forms.
(NOTE: if University is closed on August 15th, form is due the 1st business day after August 15th)

Last Name_____ **First**_____ **LIN**_____

Daytime Phone _____ Email Address_____

Adjustment Description:	**Amount:**
1. Enter the "**TOTAL DUE**" from your invoice.	
2. Enter tuition charges for courses registered AFTER billing cycle	
3. Enter $50 or $75 if participating in Graduate Tuition Deferment Plan	
4. Enter $25 or $50 if participating in Graduate Tuition Payment Plan	
5. Adjusted Total Charges (add amounts from 1 through 4)	
6. **Federal Stafford Loan** applied for but not yet disbursed	
7. Enter amount of tuition deferred on **Graduate Student Application to Defer Payment.** (Completed Form must be submitted and is available at http://www.lehigh.edu/~inburs/ under Graduate Forms)	
8. Enter amount of tuition deferred on **Graduate Student 3 Payment Plan** (Complete form on reverse side.)	
9. **Less Grants/Scholarships accepted but not yet disbursed:**	
➢ University Tuition Award: Please specify Dept _____ (*University Tuition Award Form* available at http://www.lehigh.edu/~inburs/ under Graduate Forms)	
➢ University scholarship: Please specify name	
➢ Other: Please specify name	
10. Total Deferred Credits (add amounts from 6 through 9)	
11. AMOUNT REMITTED: *by August 15th to avoid $200 late payment fee* (Line #5 Adjusted Total Charges less Line #10 Total Deferred Credits)	

REQUIRED SIGNATURE

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Student Signature Date

Deferral of any portion of the invoice balance shall constitute a loan in the amount of the deferral made by Lehigh University to the student by signing above. The deferral loan shall be paid without interest to Lehigh University immediately upon receipt by the student of the funds anticipated from the indicated source(s). If the anticipated funds are not received, the deferral loan shall be repaid by student to Lehigh University, on demand together with interest at 6% per annum. The deferral loan shall be the obligation of student. Further, student acknowledges that the Deferral Loan shall constitute a "student loan" and shall not be discharged or dischargeable in any proceeding filed under the United States Bankruptcy Code.

If paying by credit card, please complete: Discover MC VISA AMEX (circle)

Name on Card _____ Billing Address House #_____

Daytime Phone Number_____ Billing Address Zip Code_____

Card Number_____ Exp Date_____

Amount of Charge _____ *Signature*_____