

Employer Reimbursement Deferred Payment Agreement
The University of South Dakota – Business Office

The University of South Dakota must receive an updated form each time the most current agreement expires. If there is a change in employment that invalidates this form the Business Office must be notified either to negotiate a new agreement and/or to terminate the affected agreement. **Your employer has no liability to The University of South Dakota and this agreement will not initiate billings to them.** All agreements must be received prior to the first day of classes for the given term.

To be completed by Student:

Name: _____ University ID: _____

Address: _____
(street) (city) (state) (zip code)

Telephone: (____) _____ (____) _____ Email: _____
(home or cell) (work)

If the student withdraws from the University for any reason and in accordance with University Policy all remaining tuition and other charges are immediately due and payable. If you fail to meet the employer's terms, you are responsible to pay all charges immediately. In addition, the student agrees to pay all collection costs and reasonable attorney's fees if the University takes action against the student to recover any past due amounts.

Student Signature

Date

Important! You are not eligible to participate in this deferment if you are expecting excess funds from your financial aid after charges are paid.

To be completed by Employer (for employee benefit certification):

Employer Name: _____ Contact Person: _____

Contact Telephone: _____ Contact email: _____

Please indicate the reimbursement period below:

Expiration date of agreement: _____

Term (indicate year) Summer _____ Fall _____ Spring _____

Category allowed for reimbursement (check all that apply): Tuition _____ Mandatory Fees _____

Terms/amount of reimbursement: _____

Employer Signature

Date

*The Business Office will accept faxed copies at (605) 677-5055 or
mail to 414 East Clark St., Slagle Hall 207, Vermillion, SD 57069*
USD Office Use: Date Received: _____ Initials _____