

Student Accounts Receivable Office Offers *Tuition Made E-Z Payment Option*

Tuition Made E-Z payment option plan is a banking service designed to make your monthly tuition payments convenient and cost effective. Now you can make your tuition payment to Case Western Reserve University without the hassle or cost of writing a check or paying postage.

Tuition made E-Z offers an easy way to pay your tuition, keep your account current, and your credit good. It saves time and money every time you use it. Keeping your account current helps you avoid late fees, and electronic payments are never lost in the mail!

Tuition made E-Z works like this:

- Complete the authorization agreement by using our website.
- Indicate the Payer's name and social security number.
- Indicate the Student's name and social security number.
- Select the amount of the payment (minimum \$100.00).
- Return the completed authorization to the CWRU Student Accounts Receivable Office, 10900 Euclid Avenue, Cleveland, OH 44106-7043, or visit our website.

Tuition Made E-Z begins when the authorization process is complete. Your payment is electronically transferred on the 15th of each month. Your payment is itemized on your bank statement each month, until you notify the CWRU Student Accounts Receivable Office to discontinue your monthly payment. There is a ten-day verification process before the first payment is approved for automatic payment.

Before you select ***Tuition Made E-Z payment plan*** option, you may need more information.

- What happens if you change banks? Simply call CWRU Student Accounts Receivable Office to request a new authorization agreement form or visit our website for the on line authorization agreement. As soon as the updated authorization is processed, your payment will continue without interruption.
- Can more money be taken from your account than you authorize? No. Electronic funds transfer is regulated by federal agencies. Your designated amount of the monthly transaction cannot be changed without your authorization.
- Can you change the designated account and amount of the monthly payment? Yes, simply send us a new authorization agreement form.
- What happens if you move? You are required to notify the CWRU Student Accounts Receivable Office when your mailing address changes. Your electronic payment is not interrupted, as long as your checking account information remains the same.
- Will you still receive billing statements? Yes. Your billing statement reflects the status of your account, and other information you may require on a monthly basis.
- For additional information, please visit our website at <http://www.cwru.edu/finadmin/controller/conthome.htm>

**Tuition Made E-Z Payment Plan
Authorization Agreement**

A) AUTHORIZATION

I authorize Case Western Reserve University to initiate monthly debit entries to my checking account on the fifteenth day of each month. I also authorize Case Western Reserve University to initiate credit entries or adjustments, if necessary.

This authorization remains in effect until Case Western Reserve University receives written notification, from me, of its termination in such time and manner to act on it. Written notification of termination must be sent to Case Western Reserve University, Student Accounts Receivable Office, 10900 Euclid Avenue, Cleveland, Ohio 44106-7041.

Payer's Name _____

Payer's Social Security No. _____

Payer's Signature _____

Student's Name _____

Social Security No. _____

Co-Signer (if joint account) _____ Date _____

B) BANK ACCOUNT INFORMATION

PLEASE ATTACH A VOIDED CHECK, OR CLEAR COPY OF A CANCELLED CHECK TO THIS AUTHORIZATION. *

BANK NAME _____ BRANCH _____

CITY _____ STATE _____ ZIP CODE _____

ROUTING NO. _____ ACCOUNT NO. _____

C) CONFIRMATION

Case Western Reserve University will provide a copy of the accepted agreement to the borrower. Case Western Reserve University may cancel this agreement at any time.

D) PAYMENT DISBURSEMENT

Please debit my checking account beginning:

Start Date _____ End Date _____

Number of Payments _____ Monthly Deduction _____