
Name

CWID

Term

Connors State College Office of the Bursar
Contract of Student Financial Responsibility & ID Card Refund Preference Authorization

Carefully read the following information; to finalize your enrollment process, please sign & date:

C-Key email is the official means of communication for Connors State College. I am responsible for regularly checking for important information sent to my C-Key email account. It is my responsibility to take action on any correspondence sent to this address and to ensure adequate email space is available to receive incoming correspondence.

- I understand that enrollment at Connors State College constitutes a contractual financial obligation to pay all charges incurred on my behalf. **I understand my financial obligations are due by the first day of each semester and if not paid and/or payment plan is not secured I will be subject to collection immediately.**
- I understand it is my responsibility to know my Bursar account balance. I may access my account online at www.connorsstate.edu via the SIS link at any time. I agree that knowledge of transactions and balance of my account is my responsibility. I understand I may incur fines that may not be posted until after the semester. It is my responsibility to verify that my Bursar account is indeed at a zero balance.
- I understand my account information can only be accessed by me unless I set up guest access for designated people. It is my responsibility to notify my parents/legal guardian of my account balance if I choose to have them pay my balance. I understand my account information is protected by the Family Educational Rights and Privacy Act (FERPA) and any disclosure of information must be authorized by me.
- I understand that in the event I have a return check on my account I will be charged a \$25 return check fee. I understand that I am responsible for all dishonored payments which have been presented on my behalf and if these charges are not cleared my ability to pay via check will be suspended.
- I understand financial aid funds automatically pay all charges incurred on my bursar account unless I restrict my Title IV funds to only pay tuition/fees, housing/meals, and books by submitting such in writing. If my federal or institutional financial aid is either not received by Connors State College or I lose my eligibility to retain financial aid for the semester, I acknowledge and understand that I assume responsibility for paying all student obligations. I also understand that once all my financial aid is applied to my bursar account, I am responsible to pay any new charges I incur prior through end of the semester.
- I understand that if I enroll prior to the enrollment hold being placed on my account, my enrollment is subject to cancellation if my balance is not paid to current. I also understand that if I am participating in the Payment Option Plan (POP) and my payments are not current, my enrollment is subject to cancellation.
- If I am participating in the Payment Option Plan (POP), I understand failure to make my payment by the due date will result in my account being assessed a finance charge of 1.5% or an annual percentage rate of 19.56% when computed from the billing date. I understand in having a past due balance I will lose my charging privilege on campus.
- It is my responsibility to know the withdrawal policy including deadlines. It is also my responsibility to drop or withdraw **myself** from my classes. **My failure to drop or withdraw in a timely manner does NOT relieve me from my financial responsibility to the College for tuition and fees. Non- attendance DOES NOT relieve me from financial responsibility.**
- I understand it is my responsibility to update my contact info. I understand, agree and give express consent to being contacted on behalf of the college via any of the phone numbers I have provided to the College regarding conversation pertaining to my Bursar account.
- I understand that if I have a student Direct Subsidized/ Unsubsidized Loan, I am responsible for completing the required exit counseling upon leaving the College.
- I understand that if I have an outstanding balance with the College, **holds** are placed on my account and I will not be able to enroll in future semesters nor receive an academic transcript or diploma.
- I understand that failure to pay in full or make regularly scheduled monthly payments via POP will result in my meal plan privileges being suspended and eviction from campus housing.

- I understand if I leave Connors State College with an unpaid balance and do not make satisfactory payment arrangements, my account will be placed with an external collection agency. I will be assessed collection fees (up to 34% of the original debt), legal fees and attorney fees. This will result in endangering my credit rating on a local and /or national level by being reported to all three credit bureau's (Equifax, TransUnion, and Experian). The College will also exercise the right to request an Oklahoma State Tax refund hold to offset the outstanding debt and this could be done yearly until the outstanding debt is paid in full.
- I agree to allow the bookstore to charge my purchases to my bursar account. I understand and agree that all funds received on my behalf will be applied to my bursar account to pay all charges I have incurred including all charges authorized by me in the bookstore before any overpayments are issued. _____

My signature below indicates that I acknowledge I understand my financial responsibilities to Connors State College and I accept the above terms.

Signature

Date

ID Card Refund Preference Authorization Form

Connors State College issues refunds to students according to their refund preference. This authorization is valid from the date of completion through the date of graduation and may only be changed by the student in person in the Bursar Office.

Money Network Authorization: The recommended and quickest method to receive your refund!

* Receive your refund the same day it is processed

* Account gives you "free and clear" access to your funds by using In-Network ATMs, checks or using the card anywhere Discover® debit cards are accepted

* Funds are FDIC insured * Account is not a credit card

* Visit www.mycampusfunds.com or www.connorsstate.edu/id for more information on the account

I authorize Connors State College to deliver any credit balance, including but not limited to Federal financial aid funds, electronically to the Connors State College Money Network account, which is part of my Connors State College student ID card. Connors State College reserves the right to recall or adjust any deposits improperly created and deposited to this account. I authorize any such recall/adjustment requests made by my Connors State College.

The account will not incur any charges as long as I use In-Network ATMs, Money Network Checks™, or use the card anywhere Discover debit cards are accepted and in accordance with the Terms and Conditions and the Fee Schedule.

I confirm that I have read the Terms and Conditions of the program and I understand that I have the right to withdraw my participation in the program at any time by providing written notice to Connors State College.

By selecting "Do Nothing" I understand that I will continue to receive any credit balance refund in the form of a paper check sent to my mailing address or refunded to my credit/debit card if used as the original form of payment. **Checks are not available for pick up by students.**

REFUND PREFERENCE PLEASE SELECT ONE (1)

I authorize Connors State College to deliver refunds via direct deposit. I understand it is my responsibility to enter my banking information into the sis system before disbursement.

I authorize Connors State College to deliver refunds to my ID card, as noted above.

Replacement ID card

Fitness Center ID only

Signature

Date