Application for Employer Deferred Tuition Payment Plan

In order to be eligible for SLU’s Deferred Payment Plan, you must:

- Pay all tuition and fees not covered by your employer by tuition due date
- Complete this information and submit it to:
  Carolyn Merkel, One Grand Blvd., DuBourg Hall, Room 121, St. Louis, MO 63103
  phone: 314.977.2405, fax: 314.977.1102, email: merkelcm@slu.edu
- Provide a copy of your employer’s tuition policy upon request
- Submit a new form each semester

TO BE COMPLETED BY STUDENT

Student Name________________________ Banner ID_______________
Semester for which deferment is requested_____________________
I am registered for ______ credit hours in the term above.
The semester begins on ________________ and ends on ________________.

TO BE COMPLETED BY EMPLOYER

I certify that the above-named applicant is employed by this organization and is eligible for tuition benefits in the amount of $_________ or _______% for the term.

Name of Organization ___________________________________________
Address___________________________ City, State, Zip ___________________
Name of Authorized Representative___________________________________
Title of Authorized Representative____________________________________
Email of Authorized Representative____________________________________
Telephone number of Authorized Representative ______ ____________________
Fax number of Authorized Representative ______________________________

By filling out and submitting this form, the student agrees to the following:

- I understand that if I do not achieve the required grades for my employer to provide payment or drop courses, I must make payment arrangements for balance due before enrolling for future terms.
- I understand that it is my responsibility to provide grades, bills, or other documentation to my employer for prompt payment. I am responsible for all fees or finance charges that are added to my account.
- If my employment or employment benefits change during the term, I will notify the student accounts office (314-977-2405) and make payment arrangements for my courses.
- I understand that any misuse, misrepresentation or inability to follow procedures may result in disqualification from SLU’s tuition deferment option.