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## Le Moyne College, 1419 Salt Springs Rd, Syracuse, NY 13214-1399

Are you Matriculated?  ocial Security # axpayer ID #  ome Phone # ( )  E-Mail Address	<del></del>		
E-Mail Address			
L-Man Address			
City	State, Zip Code		
Are you a Le Moyne a Le Moyne?	alumna/us?		
Room #	<u>Tuition</u>		
TOTAL Paid with Registratio	on		
Please refer to current schedule for refund policy.  Guidelines for Employer Benefits - MBA Students  1. You will give your employer this Employer Tuition Deferral Program Application on which your employer must verify your eligibility for tuition reimbursement and clarify payment procedures.  2. After you receive the completed application from your employer, you must complete, and SIGN, the Promissory Note for Employer Tuition Reimbursement. The ORIGINAL must be returned to the MBA Office.  3. Your tuition is due no later than 45 days after the final day of the semester.  4. If, during the semester, there are payments made to your account from another source (e.g., student loan), these payments will first be applied to your unpaid tuition. These funds will not be refunded until your tuition has been paid in full.  5. You will be responsible for any charges your employer does not pay. Failure to make full payment by the due date will result in a financial hold being placed on your account and you may be referred to an outside source for collection. Your signature below acknowledges that you have read and understand these guidelines.  I have read the Guidelines for Employer Tuition Deferral. I understand that I am fully responsible for the payment of my tuition by the due date as stated below or a \$25 late fee will be assigned.			
employee re	imbursement program.		
repartment  Phone No	Phone No.		
owed for tuition of the area of Le Moyne College at the M ds, <b>the undersigned acknowle</b> presentment, demand for payment costs (approximately 330/6), i	BA Office in Syracuse, dges his/her obligation ent, notice of dishonor,		
	TOTAL Paid with Registration BALANCE DUE  Fits - MBA Students Orgam Application on which young the returned to the MBA Office of the will not be refunded until you the pay. Failure to make full paying the payin		

ORIGINAL SIGNED STUDENT PROMISSORY NOTE MUST BE RECEIVED BY THE MBA OFFICE BY THE FIRST DAY OF THE SEMESTER. IF NOT RECEIVED BY THEN, YOUR SEAT IN THE CLASS WILL BE GIVEN TO THE NEXT STUDENT ON THE WAITING LIST FOR THE CLASS.