



**GREAT FALLS COLLEGE**  
**MONTANA STATE UNIVERSITY**

Student Accounts

2100 16th Avenue South  
 Great Falls, MT 59405  
 (406) 771-4300 • (800) 446-2698  
 Fax: (406) 771-4317  
 www.msugf.edu

## PAYMENT AGREEMENT

DATE: \_\_\_\_\_ ID # \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

STUDENT NAME: \_\_\_\_\_

The above named student, on this date, agrees to make payments as stated below until the total outstanding student debt amount of \$ \_\_\_\_\_ is paid in full. Great Falls College MSU requires that the balance be paid in full in accordance with this payment agreement prior to the release of a transcript and diploma or a hold for future registration and/or the ability to add or drop a class (es). It is the responsibility of the student to notify Great Falls College MSU Student Services Office of any change of address or telephone number. **If you are under 18 at the time you sign this form, you must provide a guarantor.**

If the agreed upon amount is not paid in accordance with this contract, the above named individual understands that this account plus any subsequent charges may be turned over to a commercial collection agency. If collection is required the above named individual agrees to pay all additional costs of collection, including but not limited to collection agency fees and attorney fees. It is also agreed that if this account is turned over for collection Great Falls College MSU will no longer allow payment agreements with above named student, and the College may withhold all academic transcripts and diplomas and block all registration capabilities until the balance of the student account is paid. At such time that this payment agreement has been fulfilled the accounts receivable hold will be removed from the student's account.

In case of default and if the account is referred to a commercial collection agency for collection, Great Falls College MSU may disclose the facts concerning the default along with all other pertinent information to credit bureau organizations. In case of bankruptcy the above named individual understands that Great Falls College MSU will treat any unpaid amount as an educational loan extended to finance education and the balance will not be dischargeable.

All payments must be sent to: Great Falls College MSU  
 Student Accounts  
 2100 16<sup>th</sup> Avenue South  
 Great Falls, MT 59405

\_\_\_\_\_  
 Signature of Student

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Business Services Representative

\_\_\_\_\_  
 Date

First payment amount and date: \_\_\_\_\_

Subsequent payments: \_\_\_\_\_