



**Augustine Institute- Summer 2010 Registration & Tuition Payment Form**

**3001 S Federal Blvd – Box 1126 – Denver, CO 80236**

**(303) 937-4420 voice**

**(303) 468-2933 fax**

Created 2/10/2010

**ATTENTION ALL STUDENTS: Registration forms are due in the office by June 1, 2010. Registration forms received after June 1<sup>st</sup> will incur a \$50 late fee. Late registration forms will not be processed unless accompanied by \$50 via cash or check payable to the Augustine Institute.**

Title, First, Middle, Last Name

Street Address  please check if this is new information

City, State, Zip

Email Address

Home Phone

Cell Phone

Full or Part-time	Program BT/SS/EC Biblical Theology/Sacred Scripture/ Evangelization & Catechesis	Anticipated Date of Graduation	Degree/ Non-Degree/Audit
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**Please select the course(s) for which you would like to register by placing a check (✓) in the box to the left of the Course Number listed below.**

	Course Number	Title	Program	Credit Hours	Day	Time
	HIST 506	Charity in Truth: The History of Catholic Social Teaching		2.0	June 14-17	8:30am – 4:00pm
	SCRP 606	NT Topics: Romans	SS & BT	2.0	July 12-15	8:30am – 4:00pm
	LEAD 603	The New Evangelization & Culture	EC	2.0	July 19-22	8:30am – 4:00pm
	SCRP 503	Johannine Literature	EC/SS/BT	2.0	July 26-29	8:30am – 4:00pm
	*					

\*other – not listed

Student's Signature

Date

**PLEASE COMPLETE TUITION PAYMENT FORM ON REVERSE SIDE ~  
INCOMPLETE FORMS WILL BE RETURNED**

**Please list any scholarships you have received (if applicable):**

Name of Scholarship or Work Study \_\_\_\_\_ % of Tuition Costs \_\_\_\_\_

Name of Scholarship or Work Study \_\_\_\_\_ % of Tuition Costs \_\_\_\_\_

**Tuition Calculations: Cash discount offered for payment by cash, check or money order.**

**NEW: Credit card payments are only available to students paying in full; credit cards will no longer be accepted for Payment Plan Option.**

Total # of Credit Hours this Semester \_\_\_\_\_ x Cash Discount \$580 per hour \$ \_\_\_\_\_

Total # of Credit Hours this Semester \_\_\_\_\_ x Credit Card \$595 per hour \$ \_\_\_\_\_

Total # of Audited Courses this Semester \_\_\_\_\_ x Cash Discount \$275 per hour \$ \_\_\_\_\_

Total # of Audited Courses this Semester \_\_\_\_\_ x Credit Card \$285 per hour \$ \_\_\_\_\_

Amount of Scholarship - \$ \_\_\_\_\_

**Tuition Subtotal** \$ \_\_\_\_\_

Non-Refundable Student Activity Fee  
Per Class \$30 x \_\_\_\_\_ no. of classes = +\$ \_\_\_\_\_

**Total Tuition Due** \$ \_\_\_\_\_

**NEW – PLEASE READ CAREFULLY AND SIGN BELOW:**

Courses must be dropped before the end of the first day of class to receive a full refund of tuition. Please notify the office in writing in order for your request to be valid. After the first day of class tuition will not be refunded. No report cards, transcripts or diplomas are issued for students who are not in good standing with the Augustine Institute Office. Similarly, students are not permitted to register unless they are in good standing with the Augustine Institute Office from previous semesters.

**I understand and agree to the terms stated above: Printed Name, Signature & Date**

**1. Full Payment Options - Please check one:**

I have enclosed the full amount of tuition due.

I will send a check for the full amount by the tuition deadline - July 1<sup>st</sup>. I understand that failure to do so will result in a \$25 late fee. **Please mark your calendar - reminders are not sent.**

Please bill my credit card by the tuition deadline for the full amount of tuition due.

**2. Payment Plan Option – A non-refundable \$50 Administration Fee applies and is due with the 1<sup>st</sup> payment**

**Payments by cash/check only for payment plan option - credit cards are not accepted.**

**Terms of Payment Plan Contract:** Each payment will be due on the 1<sup>st</sup> of each month.

Total Tuition Due \$ \_\_\_\_\_

**Please mark your calendar - reminders are not sent.**

2 Payments due on the 1<sup>st</sup> of each month \$ \_\_\_\_\_

Summer – June 1<sup>st</sup>, July 1<sup>st</sup>

\$50 Administration Fee due with 1<sup>st</sup> payment + \$50

Please mail or deliver your payments by check to the Augustine Institute. Failure to pay by check by the stated deadlines will result in a \$25 late fee for each late payment, no exceptions.

1<sup>st</sup> Payment Tuition Balance Due June 1st = \$ \_\_\_\_\_

2<sup>nd</sup> Payment Tuition Balance Due July 1st = \$ \_\_\_\_\_

**3. Credit Card Information – for payments in full. Your card will be charged the week of June 28, 2010.**

Name as it appears on the credit card \_\_\_\_\_

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

CV2 (3 digit number on the back of card) \_\_\_\_\_

Billing Address for Credit Card - ***Only if different from information on the front side*** \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Signature of Cardholder \_\_\_\_\_

Date \_\_\_\_\_