



Sterling Academy Monthly Plan Payment Terms

This document lists the terms for the monthly plan tuition payment. Please review the terms of this payment, sign the form to note your agreement to all of the terms listed, and return the form with the enrollment documents.

By choosing the monthly plan for tuition, I understand and agree to the following:

- ☐ This plan has a 10-day period in which a refund of the tuition may be requested if the student chooses to withdraw. After the first 10 days have passed, there will be no refunds or partial refunds for any payments made. The initial 10-day period begins once the student receives his or her classes. Note: The enrollment fee is non-refundable; only the tuition is refundable. EDynamic surcharge is non-refundable.
- ☐ The monthly tuition amount, accrued on the 1st, will be charged to your account on the 5th (with 5 days of grace period.) The amount charged to your card will continue to be charged monthly as long as the student is working on the course.
- ☐ No partial payments may be made, for example, if you expect to be finished a few days after your normal pay date. Only the full monthly amount will be accepted for payment, and as stated above, there are no prorated or partial refunds.
- ☐ Withdrawals cannot be done retroactively. Any payments made before the office receives a notice of withdrawal will not be refunded.
- ☐ If a payment fails on the 5th, access to classes will be disabled. Resuming access will require a \$25 re-instatement fee in addition to making the monthly payment if the lapse is one month or more.

I have read, understand, and agree to the Sterling Academy Monthly Plan Payment Terms.

Parent/Guardian Name* (Print): _____ Date: _____

Parent Signature*: _____

**Student may sign if at least 18 years old and is the one responsible for payment.*