

LEBANON VALLEY COLLEGE
 PART-TIME STUDENT ACCOUNT WORKSHEET
 PLEASE COMPLETE AND RETURN

Name _____

Student Number _____

It is possible that the enclosed Statement of Account does not accurately reflect your balance due. Because certain types of financial aid have yet to be applied to your account, or because you made arrangements to utilize a payment plan, you may need to use this worksheet to determine the exact amount owed to the Business Office at this time.

If you received a financial aid package, we suggest you have a copy of that package in front of you when completing this form. Any aid that you are eligible to receive (per the financial aid package) that has **not** already been deducted on the Statement of Account may be deducted on the appropriate line of the worksheet. If you have any questions regarding how to complete this form, please call the Business Office at 867-6300.

A. BALANCE DUE ON ENCLOSED STUDENT STATEMENT \$ _____

Allowable deductions **NOT** shown on billing statement:

1. Loans

Subsidized Stafford* \$ _____

Unsubsidized Stafford* \$ _____

*Stafford loans have a 1.5% fee. Be sure to deduct the 1.5%
 In order to determine the amount to report here.

PLUS \$ _____

(Parents, if you requested that the Financial Aid Office process a PLUS, be sure to list this semester's portion here. PLUS loans are subject to a 4% origination fee. Be sure to deduct the 4% in order to determine the amount to report here.)

2. Grants & Scholarships

Pell \$ _____

PHEAA (State Grant) \$ _____

Other (please specify) _____ \$ _____

_____ \$ _____

3. Tuition Payment Plan (*not available for accelerated classes*)

(\$35 plus 1/3 of total tuition due with this worksheet.)

2 remaining installments of \$ _____ each equals \$ _____

4. Employer Paid Tuition \$ _____

(You may only deduct charges billed directly to your employer.
Please contact Continuing Education regarding this option.)

5. Other (please specify) _____ \$ _____

_____ \$ _____

B. TOTAL ALLOWABLE DEDUCTIONS (add lines 1 thru 5) \$ _____

C. PAYMENT DUE (line A minus B) \$ _____

You must return this worksheet even if line C is \$0.00. Please return worksheet and payment due, if required, in the enclosed envelope. Please make your check payable to "Lebanon Valley College".

 *****Faxed or emailed** account worksheets containing credit card details **will not be processed** per LVC's credit card security policy. **If you choose to pay by credit card, please mail the worksheet or call our office at 717-867-6300.*****

Credit Card Payment (circle one)

Visa MC Discover American Express

Acct. # _____ Exp. Date _____ Amount \$ _____