



FINANCIAL RESPONSIBILITY AGREEMENT

PAYMENT OF FEES/PROMISE TO PAY

I agree that when I register for any class at Moraine Park Technical College (MPTC) or receive any service from MPTC, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services. I further agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which MPTC is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date).

I agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published [tuition refund schedule](#). I have read the terms and conditions of the published tuition refund schedule and agree to those terms are incorporated herein by reference. I further agree that my failure to attend class or receive a bill does not absolve me of my financial responsibility as described above.

DELINQUENT ACCOUNT/COLLECTION

Financial Hold: I agree that if I fail to pay my student account bill or any monies due and owing MPTC by the scheduled due date, MPTC will place a financial hold on my student account, preventing me from registering for future classes, or requesting transcripts.

Late Payment Charge: I agree that if I fail to pay my student account bill or any monies due and owing MPTC by the scheduled due date, MPTC will assess late payment and/or finance charges at the rate of 1 1/2 % per month on the past due portion of my student account until my past due account is paid in full.

Collection Agency Fees: I agree that if I fail to pay my student account bill or any monies due and owing MPTC by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, MPTC may refer my delinquent account to a collection agency or WI Department of Revenue. I further agree that I am responsible for paying the collection agency fee which may be based on a percentage at a maximum of 33 1/3% percent of my delinquent account, together with all costs and expenses, including reasonable attorney's fees, necessary for the collection of my delinquent account. Finally, I agree that my delinquent account may be reported to one or more of the national credit bureaus.

COMMUNICATION

Method of Communication: I agree that I am responsible for reading the e-mails I receive from MPTC on a timely basis as MPTC uses e-mail as an official method of communication with me.

Contact: I authorize MPTC and its agents and contractors to contact me at my current and any future cellular phone number(s), email address(s) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to MPTC, or to receive general information from MPTC. I authorize MPTC and its agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to the Student Records Manager or in writing to the applicable contractor or agent contacting me on behalf of MPTC.

Updating Contact Information: I agree that I am responsible for keeping MPTC records up to date with my current physical addresses, email addresses, and phone numbers by following the procedure at [Student Record Change Form](#). The linked procedure is incorporated herein by reference. Upon leaving MPTC for any reason, it is my responsibility to provide MPTC with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to MPTC.

ENTIRE AGREEMENT

This agreement supersedes all prior understandings, representations, negotiations and correspondence between the student and MPTC, constitutes the entire agreement between the parties with respect to the matters described, and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by MPTC if the modification is signed by me. Any modification is specifically limited to those policies and/or terms addressed in the modification. I agree to and am responsible for complying with all MPTC policies and procedures as stated in the [College Catalog](#).

FINANCIAL AID

I agree that aid described as "estimated" on my Financial Aid Award does not represent actual or guaranteed payment, but is an estimate of the aid I may receive if I meet all requirements stipulated by that aid program.

I agree that my Financial Aid Award is contingent upon my continued enrollment and attendance in each class upon which my financial aid eligibility was calculated. If I drop any class before completion, I agree that my financial aid eligibility may decrease and some or all of the financial aid awarded to me may be revoked.

If some or all of my financial aid is revoked because I dropped or failed to attend class, I agree to repay all revoked aid that was disbursed to my account and resulted in a credit balance that was refunded to me.

I agree to allow financial aid I receive to pay any and all charges assessed to my account at MPTC such as tuition, fees, student insurance, service fees, fines, bookstore charges, or any other amount, in accordance with the terms of the aid.

Federal Aid: I agree that any federal Title IV financial aid that I receive, except for Federal Work Study wages, will first be applied to any outstanding balance on my account for tuition, fees. Title IV financial aid includes aid from the Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Direct Loan, PLUS Loan, Perkins Loan, and TEACH Grant programs. I authorize MPTC to apply my Title IV financial aid to other charges assessed to my student account such as student insurance, bookstore charges, service fees and fines, and any other education related charges. I authorize MPTC to use Title IV funds to pay other educationally related charges from the prior year. I further agree that this authorization will remain in effect until I rescind it and that I may withdraw it at any time by written notice to the Financial Aid Office.

Prizes, Awards, Scholarships, Grants and Third-Party Funding: I agree that all prizes, awards, scholarships and grants awarded to me by MPTC will be credited to my student account and applied toward any outstanding balance. I further agree that my receipt of a prize, award, scholarship, grant or Third-Party Funding is considered a financial resource according to federal Title IV financial aid regulations, and may therefore reduce my eligibility for other federal and/or state financial aid (i.e., loans, grants, Federal Work Study) which, if already disbursed to my student account, must be reversed and returned to the aid source. I understand and agree that if an external organization voids their agreement to make payment on my behalf, I will accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services.

It is the policy of MPTC to protect our students' right to confidentiality per the Family Educational Rights and Privacy Act (FERPA). By participating in the Third-Party Sponsorship Program, you grant authorization to MPTC to release to your sponsoring agency information pertaining to assessed tuition and registration fees, financial aid, and enrollment. **This FERPA release authorization is in effect for the term(s) covered by the Third-Party Sponsorship.**

METHOD OF BILLING

I understand that MPTC uses electronic billing as its official billing method, and therefore I am responsible for viewing and paying my student account online by the scheduled due date. I further agree that failure to review my student account does not constitute a valid reason for not paying my obligations on time. Student account information is available in MaxPay or Self Service via [myMPTC](#).

BILLING ERRORS

I agree that administrative, clerical or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of my registration at MPTC.

RETURNED PAYMENTS/FAILED PAYMENT AGREEMENTS

If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the payment plus a returned payment fee of \$30.00. I agree that multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with MPTC may result in cancellation of my classes and/or suspension of my eligibility to register for future classes at MPTC.

WITHDRAWAL

If I decide to completely withdraw from MPTC, I agree to follow the instructions [Drop/Withdraw From Classes](#) within the College Catalog which I agree are incorporated herein by reference.

PRIVACY RIGHTS & RESPONSIBILITIES

I understand that MPTC is bound by the [Family Educational Rights and Privacy Act \(FERPA\)](#) which prohibits MPTC from releasing any information from my education record without my written permission. Therefore, I understand that if I want MPTC to share information from my education record with someone else, I must provide written permission by following the procedure outlined at [Student Authorization for Release of Education Records](#). I further understand that I may revoke my permission at any time as instructed in the same procedure.

TPC INVOICING FERPA DISCLOSURE

The College is generally prohibited by the Federal Family Educational Rights and Privacy Act (FERPA) from releasing education records such as class names, descriptions, transcripts, grades, financial information, or information about other charges to third parties. However, by signing below, the student authorizes Student Financial Services to release the above mentioned information to his/her sponsor for the purposes of the Third Party Contract invoicing. This may include electronic transmission methods (email, fax, etc.), if requested.

IRS FORM 1098-T

I agree to provide my Social Security number (SSN) or taxpayer identification number (TIN) to MPTC upon request as required by Internal Revenue Service (IRS) regulations for Form 1098-T reporting purposes. If I fail to provide my SSN or TIN to MPTC, I agree to pay any and all IRS fines assessed as a result of my missing SSN/TIN.

I consent to receive my annual IRS Form 1098-T, Tuition Statement, electronically from MPTC. I understand that if I do not consent to receive my Form 1098-T electronically, a paper copy will be provided. I understand that I can withdraw this consent or request a paper copy by following the instructions at [MPTC 1098T FAQ's](#)

STUDENT AGE

I agree that if I am younger than the applicable age of majority when I execute this agreement that the educational services provided by MPTC are a necessity, and I am contractually obligated pursuant to the "doctrine of necessities."

CAUTION! READ CAREFULLY BEFORE SIGNING. THIS AGREEMENT CREATES A FINANCIAL LIABILITY.

Signed _____

Date _____

Student ID _____

FRA 7/31/2023