



Tiger Tots - Payment Agreement

Fort Hays State University
Student Fiscal Services
Picken Hall 317



FHSU Student Fiscal Services is responsible for the billing and collection of Tiger Tots childcare charges. The Parent/Guardian (FHSU/NCKTC Gateway student) must complete the following information and read all agreement terms below.

Please check one of the following: FHSU Student NCKTC Gateway

NAME: _____ FHSU ID: _____

ADDRESS: _____ CITY: _____ STATE: _____

PHONE: _____ EMAIL: _____

Additional person(s) or outside resource(s) submitting payments. List and explain:

(Must be approved by Student Fiscal Services. Individual completing this form is ultimately responsible for payment of charges, if additional person(s) or outside resource(s) fail to make payment in full.)

FHSU/NCKTC Gateway STUDENT

- I am aware that Tiger Tots childcare charges will be assessed on my *Workday* account and must be paid by the 15th of every month contracted. Payment by credit/debit card or ACH may be processed online through *Workday Make a Payment*. Payment may also be made by visiting the Student Fiscal Services office in Picken Hall 317.
- I am aware that failure to make each payment due in full will result in a \$25 late fee for each due date missed. Enrollment and transcript holds will also be placed on my account for past due balances. I will monitor my *FHSU email* and *Workday* for information regarding my account and any charges due.
- I agree to pay all Fort Hays State University debts and charges pursuant to FHSU policies. I understand that the university is advancing value to me in the form of childcare services and that my right to enroll is expressly conditioned upon my agreement to pay the costs of tuition, fees, and other charges and any additional costs when those charges become due. I understand the university notifies individuals of debts by email. It is my responsibility to view my charges in Workday at www.fhsu.edu.
- I understand that past-due accounts will result in University enrollment, transcript and services being withheld in accordance with University Regulations. Delinquent debts may be reported to a credit bureau and referred to collection agencies or litigated. I agree to pay costs of collecting unpaid charges, including attorney fees and court costs. Accounts may also be referred to the State of Kansas for Setoff Match. This Agreement shall be construed in accordance with Kansas law and any lawsuit arising out of this Agreement is subject to the exclusive jurisdiction of the Ellis County District Court in Hays, Kansas.

SIGNATURE: _____

DATE: _____