



Sponsor Direct Billing Authorization Form September 1, 2022 - August 31, 2023

SPONSOR AGREEMENT

Student Name _____	UNB Student ID# _____
Sponsor Name _____	Sponsor ID# (UNB Internal) _____
Sponsor Address _____	City/Prov./Postal Code _____
Phone # _____	E-mail Address _____

*All invoices will be sent by e-mail unless otherwise requested

TERMS

By selecting multiple terms, this authorizes UNB to invoice all terms indicated without further consent from your organization. If Sponsorship is to be approved on a term by term basis, please submit a new form for each term.

Fall 2022 (Sept - Dec) Winter 2023 (Jan - Apr) Summer 2023 (May - Aug)

FINANCIAL INFORMATION

We hereby agree to be invoiced for, and pay the University of New Brunswick, all charges pertaining to the fees indicated below, to the maximum amount indicated, and according to payment terms, Due upon Receipt of Invoice. Check all boxes that apply:

<input type="checkbox"/> Online or Tele-distance Fees	<input type="checkbox"/> International Health Insurance	<input type="checkbox"/> Residence & Meals
<input type="checkbox"/> Tuition * & Mandatory Fees	<input type="checkbox"/> Undergraduate Health & Dental	<input type="checkbox"/> Late Payment Fee
<input type="checkbox"/> Co-Op	<input type="checkbox"/> Graduate Health & Dental	

Financial Restrictions/Additional Info _____

* Includes International Differential Fee for International Students

Authorized Signature

Authorized Name (print)

Date

STUDENT AGREEMENT (please initial and sign/date)

_____ I have registered or will register for the term(s) listed above, and I acknowledge that although my Sponsoring Agency will be billed for these charges, the account is still in my name.

_____ I understand that any fees which are my responsibility to pay must be paid in full, or an approved payment plan must be established by the published fee payment deadline dates.

_____ I understand that if my account is past due, the University of New Brunswick has the right to place a hold on my account that prevents further registration, access to grades, transcripts, IT services, or receipt of diploma.

_____ **If Undergraduate or Graduate Insurance plans are not covered by my Sponsor, I am responsible to complete a successful online opt out prior to the published opt-out dates, or I will be responsible to pay for this insurance. Students can opt out at www.wespeakstudent.com. Please print or keep an email copy of your opt out for your records.**

_____ If the mandatory UNB International Insurance Plan is not covered, I will be responsible to pay for this insurance.

Student Signature

Date

TERMS AND CONDITIONS:

- Completion of this application will authorize the University of New Brunswick to invoice the Sponsor for student fees
- The University of New Brunswick considers the submission of the sponsorship application to be a binding commitment for the sponsorship of the students provided
- Issuance of a credit to a Sponsor is at the discretion of the University of New Brunswick
- If this form is not received by UNB Financial Services by the deadline to pay tuition and fees, the student will be charged a late payment fee.
- University of New Brunswick reserves the right to withhold sponsorship(s) from sponsor(s) with outstanding balances more than 60 days.