



# Sponsor Direct Billing Authorization Form September 1, 2020 - August 31, 2021

## 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 2020 (Sept - Dec)       Winter 2021 (Jan - Apr)       Summer 2021 (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:

Online or Tele-distance Fees       [International Health Insurance](#)       Residence & Meals  
 Tuition \* & Mandatory Fees       [Undergraduate Health & Dental](#)       Late Payment Fee  
 Co-Op       [Graduate Health & Dental](#)

Financial Restrictions/Additional Info \_\_\_\_\_

\* Includes International Differential Fee for International Students

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Name (print)

\_\_\_\_\_  
Date

## STUDENT AGREEMENT

I, \_\_\_\_\_ have registered or will register for the term(s) listed above. I acknowledge that although my Sponsoring Agency will be billed for these charges, the account is still in my name. 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 also 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. Undergraduate students can opt out at [www.wespeakstudent.com](http://www.wespeakstudent.com), and Master's and PhD students at [www.studentvip.ca](http://www.studentvip.ca). 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.