

Payment and Order Form

Reformation International College

New student
 Enrolled student Student No. _____

 Name

 Street

City Province/State Postal Code/Zip Country

Home Phone: (____) ____ - ____ Business Phone: (____) ____ - ____ E-Mail address: _____@_____

Make Payments in US\$ to:
 Reformation International College
 13950 – 122nd St.
 Fellsmere, FL 32948-6411 U.S.A.
 Phone (772) 571-8833 Fax (772) 571-8010
 E-Mail address: registrar@reformation.edu

For office use only
 Check, Money Order #: _____
 Other _____ Total Enclosed _____

Program: (Check one) Bachelor Associate Individual Course for Certificate/Credit

Tuition: \$75.00 per credit hour

Application Fee: (one time non-refundable for any student, including audit students) **U.S. \$100.00**

Course Enrollment: (New students may order course material at this time.)

Course Number	Course Name:		Amount
1.		Fee	\$
2.		Fee	\$
3.		Fee	\$
Total Tuition Paid			\$

Recordings Needed (Included with tuition.):

Course Number	Course Name:
1.	
2.	
3.	

Books Needed (List by Title and Author. Included with tuition. Inform administration if books are already in your possession.):

(Tuition, Application Fee) Totals from above ---->	\$
(See reverse for calculation) Shipping and Handling ---->	\$
Subtotal ---->	\$
(Be sure to include debit/credit notice.) Subtract or add debits or credits here ---->	\$±
Grand Total ---->	\$

CALCULATIONS FOR SHIPPING AND HANDLING

Check your choice of shipping and complete computation within the respective table. Place TOTAL in "Shipping and Handling" box at bottom of first side.

<input type="checkbox"/> I WILL PAY SHIPPING WITH EACH ORDER	
Add \$20.00 per course for UPS (U.S. only):	[]
OR Add \$40.00 per course for Can./Mex. insured mail only:	OR []
OR contact administration for all other countries:	OR []
Add \$2.50 Handling charge per course	+ []
TOTAL:	= []

<input type="checkbox"/> I HAVE A SHIPPING DEPOSIT ACCOUNT	
Shipping Deposit: Place in "Shipping and Handling" box on first side	[] (If Needed)
Deposit balance: Payments for shipping and handling will be deducted from the deposit account for each student with a deposit balance.	
Minimum recommended DEPOSIT for S&H: U.S.: \$25.00 Canada and Mexico: \$50.00 All other countries: \$75.00	
Method of Shipment (Note: Options below available only to those with Shipping Deposit Accounts)	
<u>U.S. Only</u>	<u>All Other Countries</u>
<input type="checkbox"/> INSURED	<input type="checkbox"/> INSURED
<input type="checkbox"/> UPS	<input type="checkbox"/> Parcel Post
<input type="checkbox"/> Priority Mail	
<input type="checkbox"/> Economy Mail	
<input type="checkbox"/> UNINSURED	<input type="checkbox"/> UNINSURED
<input type="checkbox"/> UPS	<input type="checkbox"/> Printed Matter (Air*)
<input type="checkbox"/> Priority Mail	<input type="checkbox"/> Printed Matter (Surface †)
<input type="checkbox"/> Economy Mail	<input type="checkbox"/> M-Bag (Air ‡)
	<input type="checkbox"/> M-Bag (Surface ‡)
	NOTE: Overseas airmail varies substantially depending on weight and country.

Shipments sent by UPS or INSURED are guaranteed delivery. All others are at the student's risk.

* Maximum weight 4 lbs.

† Maximum weight 11 lbs.

‡ Min. weight 11 lbs., max. weight 66 lbs.

Payment: All payments must be made in advance in U.S. dollars by check on a U.S. based bank or on a U.S. dollar money order or certified check. Over/under payments will be handled by credit/debit slips.

Books: We strive to be good stewards in all we do. If you already have copies of course textbooks available, please inform the administration of such.

Recording and Materials Usage and License: All recordings and materials on computer diskette/CD-ROM from Reformation International College are under license agreement. These materials are copyrighted and are not to be duplicated/copied or stored electronically except solely for the purchasing student's immediate and personal use.

Your next order: Regular students should take courses in semester order. If courses next in order are not immediately available, contact the college to advise you regarding what courses to take next.

If you desire to pay via Credit card (check one): Discover® American Express® VISA® MasterCard®

I will call with my information. (Card information below may be left blank if calling.)

Card number:	[]
Expiration date:	[]

Name as it appears on credit card (required): _____

Cardholder's Signature (required): _____

Please read and sign the following:
I will do all my own work and will not share my work with other students. I will not make copies of any recorded, written, or electronic media (computer diskette) materials supplied by Reformation International College. I understand if it is ever discovered that I have violated this agreement, I may be expelled from Reformation International College, all courses given may be counted as failures, any degrees that have been granted by the college may be revoked, and there will be no refunds on any monies paid or owed to the college. There is no time limit to these penalties.

_____	_____
Student Signature	Date