



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

Student Financial Responsibility Agreement

PAYMENT OF TUITION AND FEES/PROMISE TO PAY STATEMENT

I accept full responsibility to pay all tuition, fees, and other associated costs (hereafter referred to as “charges”) as a result of my registration and/or receipt of services at Northern Pennsylvania Regional College (“NPRC” or the “College”). I promise to pay for all charges by the published or otherwise agreed upon due date. I have read the terms and conditions of the published schedule and understand those terms are incorporated herein by reference.

I understand and agree that my registration and acceptance of these terms constitutes 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 NPRC was providing the educational services, deferring some or all my payment obligation for those services, and I promise to pay for all such charges by the published or otherwise agreed upon due date. I further understand that the balance which I owe NPRC may not be dischargeable in bankruptcy proceedings pursuant to U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)).

AUTHORIZED USER

As an NPRC student, I understand that granting an authorized user access to my account does not absolve me from my financial responsibility to pay. I remain fully responsible for ensuring that all my financial obligations are met.

METHOD OF BILLING

I understand that NPRC uses electronic billing statements as its official billing method of charges. I am responsible for viewing and paying my student account statement by the published or otherwise agreed upon due date. Academic student bills are available through [Student Payment Center](#). Workforce Development student bills are available through the [Workforce Development Portal](#).

I understand that failure to review my statement does not constitute a valid reason for not paying my bill on time.

BILLING ERRORS

I understand that administrative, clerical, or technical billing errors do not absolve me of financial responsibility to pay the correct amount of charges assessed.

RETURNED/DECLINED PAYMENTS

I understand 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 in accordance with the financial institution charges.

I understand if a credit/debit card payment was declined, other payment arrangements must be made with Business Office and do not absolve me of financial responsibility to pay.

PAYMENT PLANS

I understand that my enrollment in a payment plan does not absolve me of financial responsibility to pay the correct amount of charges assessed.

Academic payment plans are administered in accordance with NPRC-8415: Assessment, Payment, and Adjustment of Academic Tuition and Fees, which is incorporated herein by reference.

Workforce Development payment plans are administered in accordance with NPRC-8420: Assessment, Payment, and Adjustment of Workforce Development Tuition and Fees, which is incorporated herein by reference.

DELINQUENT ACCOUNT/COLLECTION

Financial Hold: I understand and agree that if I fail to pay charges due to NPRC by the published or otherwise agreed upon due date, NPRC may place a financial hold on my student account, and I will be unable to register for future classes and ineligible to receive my diploma or certificate or participate in College commencement.

Late Payment Fee: I understand and agree that if I fail to pay charges owed to NPRC by the published or otherwise agreed upon due date, my account may be assessed a late fee.

Collection Agency: I understand and agree that if I fail to pay charges due to NPRC by the published or assigned due date and fail to make acceptable payment arrangements to bring my account current, NPRC reserves the right to turn my account over to a collection agency per NPRC-6005: Delinquent and Uncollectible Debt policy, which is incorporated herein by reference. I further understand and accept that I may be responsible for any costs associated with debt collection, in addition to the balance due and late fees.

I understand that my delinquent account may be reported to one or more of the national credit bureaus.

Legal Action: I understand and agree that if I fail to pay charges due to NPRC by the published or assigned due date and fail to make acceptable payment arrangements to bring my account current, NPRC reserves the right to take legal action to recover the outstanding balance per NPRC-6005: Delinquent and Uncollectible Debt policy, which is incorporated herein by reference. I further understand and accept that I may be responsible for any costs associated with debt collection, in addition to the balance due and late fees.

ATTENDANCE

I understand that my failure to attend my class date(s) after schedule adjustment period does not absolve me of my financial responsibility to pay the correct amount of charges assessed.

REFUNDS

Academic student refunds will be processed in accordance with NPRC-8415: Assessment, Payment, and Adjustment of Academic Tuition and Fees, which is incorporated herein by reference.

Workforce Development student refunds will be processed in accordance with NPRC-8420: Assessment, Payment, and Adjustment of Workforce Development Tuition and Fees, which is incorporated herein by reference.

COMMUNICATION

Method of Communication: I understand that NPRC requires an email address, whether personal or College issued, to be on file as an official method of communication with me and therefore, I am responsible for the timely reading of emails I receive from the College.

Contact: I authorize NPRC, its agents or contractors, to contact me at my current contact information provided regarding the debt I owe to NPRC or to receive general information from NPRC.

I authorize NPRC's agents and contractors to use any means permissible by law to contact me.

Updating Contact Information: I understand and agree that I am responsible for providing NPRC with any changes to my current physical addresses, email addresses, and phone numbers through the MyNPRC Change of Information form, or the [Workforce Development Portal](#) under My Profile and Edit Profile.

Upon leaving NPRC for any reason, it is my responsibility to provide NPRC with updated contact information for purposes of continued communication regarding any balance due to NPRC.

STUDENT AGE

I understand and agree that if I am younger than the applicable age of majority (18 in Pennsylvania) when I execute this agreement that the educational services provided by NPRC are a necessity, and I am a contractually obligated pursuant to the "doctrine of necessities."

GOVERNING LAW

The agreement set forth in these terms shall be governed by the laws of the Commonwealth of Pennsylvania without regard to its conflict of law rules.

IRS Form 1098-T

I agree to provide my Social Security number (SSN) or taxpayer identification number (TIN) to NPRC using the form [W-9S](#) upon request as required by the Internal Revenue Service (IRS)

regulations for Form 1098-T reporting purposes. If I fail to provide my SSN or TIN to NPRC, I agree to pay any IRS fines assessed as a result of my missing SSN/TIN.

If I wish to receive my annual IRS Form 1098-T, Tuition Statement, electronically, I understand I must consent through the [Student Payment Center](#).

ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the parties hereto and supersedes all prior agreements, understandings, and negotiations between the parties with respect to the subject matter contained in this agreement.

I understand and agree that if NPRC changes any of the policies or procedures covered by these terms, this agreement shall be deemed modified accordingly.

AGREEMENT

I acknowledge that I have read, understood, and agree to be bound by the terms and conditions outlined in the agreement.

If you have any questions or would like more information, please contact Student Billing at (814) 230-9010 or studentbilling@rrcnpa.org.