

THE UNIVERSITY OF TEXAS AT DALLAS
Executive Education Systems Engineering and Management (SEM) Program
Tuition Payment Policy / Questionnaire

Executive Education tuition for the SEM Program will be charged based on your Tuition/Degree Plan and your enrollment. Invoices will be provided each semester for which you enroll and payment is due upon receipt. Executive Education tuition is non-refundable.

Please complete the following to assist us with your tuition invoicing.

Name (print) _____

Preferred e-mail address for billing purposes _____

Mailing address _____

Telephone number _____

How will you pay your tuition? (Check any of the following that apply.)

____ Employer/Company Tuition Reimbursement

NOTE: It is your responsibility that your employer pays promptly at the beginning of each semester. IF your employer reimburses only after receipt of your course grades, tuition must be paid in advance from your personal funds or you may apply for student loans.

____ Financial aid (i.e. student loans)

Have you applied for financial aid yet? ____ yes ____ no

If no, you must apply immediately and keep us informed regarding your status. Payment may be required from your personal funds until receipt of the loan funds depending on your application status and deadlines. For Executive Education financial aid, you must contact Paula Baxter at paula.baxter@utdallas.edu or 972.883.4114.

____ Veteran's Benefits

NOTE: Please contact the UTD Veteran's Benefit Team at 972-883-4020 or veteransbenefits@utdallas.edu for information/instructions. Executive Education Programs are self-funded (do not utilize public funds); therefore, are not eligible for the Hazelwood Act Exemption.

____ Personal funds

Payment remittance information will be provided with your invoice each semester.

Provide any additional information regarding your tuition payments:

I understand and agree that should I fail to pay my tuition that the following action(s) may be taken by the University:

- A bar against my continued enrollment or re-admission to the University, withholding of grades and official transcripts, and/or the withholding of a certificate or degree to which I otherwise may be entitled.
- Assignment of this tuition account to a collection agency. A collection fee of up to a 30% of the unpaid balance will be added to the outstanding balance.
- Notification to a credit reporting agency of my delinquency. This action could adversely affect my future ability to obtain credit.
- Possible legal action may be taken by the University to recover the total amount due, which may include other applicable fees.

I certify that I have read, understand, and agree to comply with the above tuition policy:

Signature: _____ Date: _____