

MONA SCHOOL OF BUSINESS & MANAGEMENT

PAYMENT PLAN AGREEMENT

SECTION A – BIOGRAPHIC DATA					
1. UWI Student ID Number			2. Tax Registration Number (TRN)		
3. Name					
Title	Last Name/Surname		First Name		Middle Name(s)
4. Permanent Address Apt/Street/PO Box			8. Mailing Address (if different from Permanent) Apt/Street/PO Box		
City/Town/Post Office		Parish/County		City/Town/Post Office	
State		Zip/Postal Code	Country		
5. Home / Permanent Phone			9. Name of Employer		
6. Cell Phone () - () -			10. Work Phone () - Ext:		
7. Email Address			11. Fax Number ()		

SECTION B – ACADEMIC PROFILE		
12. Mona Campus <input type="checkbox"/> WJC <input type="checkbox"/>	13. Programme of Registration	14. Cohort #
15. Expected Date of Completion		

SECTION C – PREVIOUS PAYMENT PLAN AGREEMENTS (If Applicable)	
16. Academic Year & Semester	17. Amount (\$)

SECTION D – REQUEST FOR PAYMENT PLAN
18. I _____ request a payment plan totalling \$ _____ covering tuition fees.

SECTION E – PAYMENT PLAN AGREEMENT
19. I _____ agree to pay the Mona School of Business & Management the sum of _____ (\$ _____) in total. I further agree to make payments as per the payment schedule below and to present evidence of the payment to the Mona School of Business & Management by the due date(s).

SECTION F- PAYMENT PLAN	
20.	
SEMESTER PAYMENTS (Full payment)	<input type="checkbox"/>
MONTHLY PAYMENTS (Three equal instalments per semester)	<input type="checkbox"/>

Comments:

SECTION G – DEFAULT STATEMENT
<p>21. I understand that failure to pay as per the agreed payment schedule and/or failure to present evidence of payment by the due date(s) will constitute a breach of this Payment Plan Agreement and I will be considered to be in default. In the event of a default, the registration/ academic record will remain and the following actions will be taken:</p> <ul style="list-style-type: none"> a) Placement of a financial hold on the student record b) Debarment from future registration in any course or programme of the MSBM until all debts are settled c) Debarment from examinations d) Withholding of examination results and results of other assessments e) Denial of transcripts, certificates and other records of status f) Denial of access to MSBM's facilities g) Outstanding balances after 3 months after the end of the programme will attract an annual interest rate of 8%, placed on a bad debt list and are likely to be sent to a receivables collection agency.

SECTION H – STUDENT DECLARATION		
21. I hereby acknowledge that I have read this Payment Plan Agreement and that I accept the terms as stated.		
	STUDENT	WITNESS
Name		
Signature		
Date (dd/mm/yyyy)		

SECTION I - APPROVAL
21. This Payment Plan Agreement with the terms as stated is approved on behalf of the Mona School of Business.
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%; border-top: 1px solid black; padding-top: 5px;">Mona School of Business & Management</div> <div style="width: 45%; text-align: right;"> <div style="border-top: 1px solid black; padding-top: 5px; margin-bottom: 5px;">/ /</div> Date (dd/mm/yyyy) </div> </div>

PERSONAL CONSENT FORM

Dated, 20.....

To: CREDITINFO JAMAICA LIMITED

Re: Disclosure of my Credit Information:

- **Mona School of Business and Management**

I..... of in the parish of with Tax Registration Number (TRN) hereby consent:

- a. to the disclosure to **Mona School of Business and Management** such Credit Information which **Creditinfo Jamaica Limited** duly licensed under the Credit Reporting Act ("the Credit Bureau") may have in regard to me ;
- b. to **Mona School of Business and Management** providing this signed consent form to the Credit Bureau by electronic means;
- c. to the Credit Bureau providing the said Credit Information as may be required from time to time to **Mona School of Business and Management** by electronic or other means.

I understand and agree that my consent which is hereby given:

- i. shall subsist for the duration of my application for this or any future credit facility that I may have or apply for with **Mona School of Business and Management** and for so long as this credit facility or such future credit facility shall subsist;
- ii. shall remain valid and binding until it is expressly revoked by me;
- iii. cannot be revoked during the subsistence of any credit facility that I may have with **Mona School of Business and Management** but only upon or after the termination of such facility;
- iv. will be applicable to all applications that I may make to obtain a credit facility from **Mona School of Business and Management** where I am involved in that application either as the borrower or surety/guarantor and also for the purpose of facilitating risk assessment for granting further extension of credit by **Mona School of Business and Management** in relation to any credit facility currently existing or which may come into existence in the future.

I,, hereby sign this Consent of my own free will and volition the same having been read by/to me and fully understood.

.....
Name of Consumer

.....
Signature of Consumer

.....
Name of Witness*

.....
Signature of Witness

***Signature may be witnessed by an authorised representative of the Customer, Bank Manager, Attorney-at-Law, Medical Doctor, Justice of the Peace and/or via a verification method consistent with the Electronic Transactions Act.**

IT IS HEREBY AGREED AS FOLLOWS:

1. In consideration of MSBM and Student entering into a Payment Plan Agreement of even date with this Promissory Note, Student hereby promises to pay to MSBM the amount of (\$) being the sum owed on the agreed date/installment date(s) for payment or on demand whichever is earlier.
2. Student shall inform MSBM promptly in writing of any change in his /her address and/or place of employment and any other contact information (telephone number/email address).
3. At the request of Student, earlier commencement of repayments and or larger monthly installments will be permitted.
4. The entire unpaid amount shall become immediately due and payable on demand by MSBM.
5. In the event of Student being in breach of any of the provisions of the Payment Plan Agreement or this Note MSBM shall be entitled to withhold the conferment of any degree or diploma on the Student and to refuse to meet any requests made to MSBM by Student or any other person/entity for information in relation to Student's course of study or academic performance, including copies of Student's academic transcripts. MSBM reserves the right to debar Student from sitting any further examination or registration of courses until the said sum is fully paid.

6. Failure by Student to observe any of the provisions of the Payment Plan Agreement or this Note will entitle MSBM to pursue lawful steps to recover the outstanding amounts and Student agrees to pay all reasonable cost and expenses incurred as a consequence.
7. MSBM and Student intend that the relationship created and evidenced by the Payment Plan Agreement and this Note shall be solely that of debtor and creditor. Nothing in the Payment Plan Agreement or this Note shall be construed as creating a joint venture, partnership, tenancy in common or joint tenancy between MSBM and Student and in the event any portion of the Payment Plan Agreement or this Note is deemed unenforceable, all other provisions of the Payment Plan Agreement or this Note shall remain in full effect.

IN WITNESS WHEREOF, the undersigned has caused this Promissory Note to be duly executed
this day of 20 .

Signed by **(Student Name and TRN#)**

Witness

Signed for and on behalf of **MONA SCHOOL**

Witness

OF BUSINESS AND MANAGEMENT