



# PAYMENT PLAN FORM

## SPRING 2018

Please use the following form to provide your payment information **PRIOR TO THE REGISTRATION CLOSE DEADLINE**. Anyone registering for classes who chose "Bill Me Later" **MUST** provide payment information to the front desk prior to registration closing in order to be placed into classes.

At Circus Juventas we do our best to ensure that every interested student has the opportunity to train in our program. We also recognize that the financial commitment may be challenging for some of our families. Our payment plan hopes to aid families by spreading their payments over the course of each session. If you have questions or need to make specialized payment arrangements please contact our Student Finance Manager, Ariel Begley, at ariel@circusjuventas.org.

Circus Juventas' payment plan policy consists of TWO payments per session:

- 50% of the total amount due will be charged as soon your student is enrolled in their classes. This payment will be charged between registration closing and the first day of the session on February 19<sup>th</sup>.
- The remaining balance will be charged on the second installment date specified below.

*NOTE: If classes are added after the initial payment plan form is submitted, the additional cost will be added to the next payment plan amount. In this case your second payment may be higher than initially quoted.*

**In order to qualify for the payment plan program, you MUST be willing to submit your payments in one of two ways:**

- Provide a credit/debit card (Visa, MasterCard, or American Express)
- Provide post-dated checks

**The 2<sup>nd</sup> installment for the spring 2017 session will be processed on March 9<sup>th</sup>.**

*Please make note: should you select the credit card option, your card WILL be charged on the date listed above. If post-dating a check, please write the aforementioned date on the check to be used for the 2nd installment.*

**YEAR LONG OPTION:** Circus Juventas is offering the opportunity for families to sign up for a YEAR-LONG payment plan. A credit card number is REQUIRED for the year-long payment plan. Unfortunately, we cannot take checks for this option at this time. If you choose this option, you do not have to fill out a new payment form for each session, and CJ Staff will carry over your credit card number to use for the next session's payment dates.

*\*NOTE: Each session MUST be paid in full before the next one begins. Balances from a previous session cannot be carried over into a future session.\**

### Payment Plan Form

Please print and fill out the information below (if you have multiple students you can list all the students on one form):

Student(s) Full Name: \_\_\_\_\_ Student(s) Age(s): \_\_\_\_\_

Parent Full Name: \_\_\_\_\_

*\*Any communications regarding your payment plan will be sent to the primary email on your student's account.*

Please select your method of payment from the options below:

Check made out to Circus Juventas (one with current date, another post-dated for second installment) Please make sure all checks are signed!

Check #s \_\_\_\_\_

Credit Card (Visa/MasterCard/American Express accepted)

Number: \_\_\_\_\_ Exp Date: \_\_\_\_\_ CV code: \_\_\_\_\_

Want to do a **YEAR-LONG** payment plan? Check the box below (for credit card payments only):

By checking this box you are approving Circus Juventas to keep your card on file and charge the card on the chosen payment plan dates for each session of the 2017-2018 year.

Reasons you are choosing to submit a payment plan form. Check all options below that apply

Scholarship recipient

Work-study student

Prefers to split payments and/or prefers offline payment

Account has or needs to receive a credit

Other: \_\_\_\_\_

*- I.e.: Overlapping classes, gift certificate, previous overpayment, etc...*

**Once completed, send/fax it to:**

Circus Juventas  
1270 Montreal Ave  
Saint Paul, MN 55116

Email: [ariel@circusjuventas.org](mailto:ariel@circusjuventas.org)

Fax: 651-699-4395

For Office Use:

TOTAL \$ \_\_\_\_\_

50% \$ \_\_\_\_\_ PaidBB \_\_\_\_\_

50% \$ \_\_\_\_\_ PaidBB \_\_\_\_\_