**SVSTI Payment Plan Option Sterile Processing**

1. Paid in full at Registration for **Sterile Processing** course you will receive a $250.00 discount.
2. A deposit of $400 will secure a seat for **Sterile Processing.** Payment in full must be received before the first day of class.
3. If making payments, final payment must be made before the 1st day of class, to take the final exam, to be placed for externship and to graduate from the program.

Payment plans for **Sterile Processing** course are free of interest and can be one of the following.

* 1. Course paid in full ($2750.00) before the first day of class **Initial**\_\_\_\_\_
	2. Weekly payments paid before the first day of class. **Initial**\_\_\_\_\_\_
	3. Other pre-approved

arrangements\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Initial**\_\_\_\_\_\_

By initialing above for your payment plan options for the Sterile Processing Course you are agreeing to be financial responsible for your account balance and will abide by the plan you initialed above.

I have read and understood all the terms and conditions contained in this payment agreement, and I agree to be legally bound by those terms and conditions.

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_

SVSTI Official Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_

**Late Payment Policy & Fees**

Each late payment is subject to a $100 late fee.

Late payments will result in student being pulled from class and receiving an absence (please see Attendance policy for absences allowed) If you do not make a payment while on Externship you will be pulled from you clinical site. **Communication is key!**

**Failed Term/Class**

1. If you fail the SPD course a $1000 repeat fee will apply.

(You get one failed attempt for SPD)

1. Should an extension for externship for SPD be requested a $500 extension fee will apply and it must be preapproved.
2. Bounced checks or declined payments are subject to a $35 fee.

**Failure to Pay Policy**

The purpose of this policy is to define a student’s failure to pay all fees or charges to the student’s account and outline potential consequences for such action.

By registering for the Surgical Technology and/or Sterile Processing Courses students are agreeing to financial responsibility for their account balance, including but not limited to charges for tuition, textbooks, lab fees, and all miscellaneous charges.

Failure to comply with the payment policies of the SVSTI may result in further collection activity by an outside collection agency or attorney. When this action occurs, students are responsible for paying all collection expenses which may exceed 50% of the original balance owed. Although every effort is made to contact a student prior to submission to a collection agency, SVSTI reserves the right to submit a student’s account for collection at any time when the student fails to remit the personal payment portion of the account balance.

I have read and understood all the terms and conditions above, and I agree to be legally bound by those terms and conditions

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_

SVSTI Official Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_