

Diocesan Tuition Payment Form

Semester and Year: _____ (ex. Winter, 2014) **Course #:** _____ **Course #:** _____

Student Information

Date: _____

Last Name: _____ First Name: _____ Prefix: _____

Address: _____ City, Zip: _____

Phone: _____ Home Work Cell

Email Address: _____

Parish Name: _____ **City** _____

Pastor (Manager) Name: _____

Business Manager: _____ Phone #: _____

Email Address: _____

Academic Program Information

University/College Name and Location: _____

Undergrad Graduate Major: _____

Total credit hours needed to complete the program _____ Number of credits completed: _____

Tuition Payment Agreement

The Diocese of Lansing will provide 25% of the tuition expense for those **Ministry Formation Program participants** who are meeting the requirements of the Ministry Formation Program.

See the Ministry Formation Bulletin for additional information. The *recommended* tuition split is Parish—50%, Student—25%, Diocese—25%.

Total Tuition: _____	For Office Use		
	Date	Check #	Amount
Parish Total: _____	_____	_____	_____
Student Total: _____	_____	_____	_____
Diocesan Total: _____			

As the **parish representative**, I agree to pay the parish contribution listed in the Tuition Payment Agreement above.

Signature

Date

As the **student**, I agree to pay the student portion of tuition indicated in the Tuition Payment Agreement above. I also realize that it is my responsibility to make sure that all tuition payments are up to date on my account.

Signature

Date

Directions:

Send this form FILLED OUT COMPLETELY with payment or with proof of payment to:
Ministry Formation Registrar, Diocese of Lansing, 228 North Walnut, Lansing, MI 48933

Siena Heights Students: Send payment with this form.

All other Students: Pay the University or College directly. Submit proof of tuition payment and subsidy request to Office of Lay Ecclesial Ministry for tuition subsidy reimbursement.

Revised April 2015