

## Diocesan Tuition Payment Form

Semester and Year: \_\_\_\_\_ (ex. Winter, 2022) 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 Student—50%, Parish—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*

**Send this COMPLETED form, with payment or with proof of payment to:  
Office of Deacon Formation, Diocese of Lansing, 228 North Walnut, Lansing, MI 48933**

\*Note: If you pay the University or College directly. Submit proof of tuition payment and subsidy request to our office to get reimbursed. Any questions feel free to contact, Dcn. Randy Desrochers at rdesrochers@dioceseoflansing.org or Denise Dell'Acqua at ddellacqua@dioceseoflansing.org.

Revised January 2024