

Information Release
For Students with Third Party Sponsorships

Dear Sponsored Student,

Pittsburg State University has received authorization from a third-party sponsor (i.e. outside agency, corporation, or State Prepaid Plan) that they will pay part or all of your tuition and fees that are owed to Pittsburg State University. The Office of Cashiers and Student Accounts requires written authorization from you to release your PSU student account information to your sponsor. Please complete the information below and return to the Office of Cashiers and Student Accounts. By returning this form, you are requesting that PSU bill your sponsor and release information to your sponsor as needed to service your account. **This release form is required, in order to have the sponsorship applied to your PSU student account.**

Please complete and return this form to the Office of Cashiers and Student Accounts,
112 Horace Mann, fax to: (620)-235-6056, or e-mail to: llittle@pittstate.edu

If you have any questions, please contact Lyndy in the Office of Cashiers and Student Accounts at 620-235-4161.

Name of Sponsoring Agency

Student Name - Please Print

Term Year: _____ Term: WF SP SU
(Please Circle One)

PSU Student Identification Number

I authorize Pittsburg State University to release, to my sponsor, any financial information necessary to service my account.

If my sponsorship is cancelled for any reason, I understand that I am responsible for all charges due to Pittsburg State University immediately following notice that the sponsorship has been revoked. If my sponsor does not pay in full by the last day of the sponsored semester, I am responsible for any unpaid amounts. I understand that future sponsorships are not allowed until current sponsorships are paid in full, that I cannot enroll in future semesters, and that I cannot receive transcripts until all charges are paid in full.

Collection Agency Fees: I understand and accept that if I fail to pay my student account bill or any monies due and owing Pittsburg State University by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, Pittsburg State University may refer my delinquent account to a collection agency. I further understand that I am responsible for paying the collection agency fees (up to the state maximum of 15%). Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

Student Signature _____

Date _____

E-mail Address _____

Phone # _____

