



Early College Online Program

Parent/Guardian Permission and Financial Responsibility Form

Student Information

Student Name: _____

Northwest University ID # (optional): _____

Date of Birth: _____

High School: _____

Program Overview

Northwest University's (NU) Early College - Online Program provides eligible high school students the opportunity to enroll in college-level online courses and begin earning university credit prior to high school graduation. Through this program, students earn transferable college credit and gain valuable experience in a university learning environment.

The student listed above has applied for admission to the Early College - Online program and is seeking permission to enroll in Northwest University courses.

Parent/Guardian Authorization

I acknowledge that my student has applied to participate in Northwest University's Early College - Online program. I understand that participation involves enrollment in college-level coursework, and that academic expectations, policies, and deadlines differ from those typically associated with high school courses.

By signing below, I:

1. Grant permission for my student to enroll in Northwest University Early College - Online courses.
2. Understand that my student is responsible for meeting all NU academic requirements, deadlines, and university policies.
3. Authorize Northwest University to communicate with my student regarding enrollment, registration, academic progress, student support and financial services as appropriate.

Financial Responsibility

I understand that enrollment in Early College - Online courses will result in tuition and/or applicable fees. By signing this form, I accept financial responsibility for all tuition, fees, and other charges associated with my student's enrollment in the Early College - Online Program. Please review page 3 for the Master Financial Agreement.

NU FINANCIAL AGREEMENT

1. I agree that I will repay any amounts owed to Northwest University (the "University") according to the terms of this agreement ("Agreement").
2. I understand and agree that by registering for classes each semester, I will incur tuition costs and fees. I also understand that I am responsible for any other charge I incur, including, but not limited to, charges for adding and dropping classes, room & board charges, fees, late fees, adjustments to financial aid, fines, etc. All amounts I owe the University should be placed on my student account.
3. I will pay in full all of my tuition cost and fees not later than the payment due date of each semester, and pay in full any outstanding balance, other charges, fees, costs, adjustments, etc., not later than the first day of the month that follows the month in which the charge was incurred ("payment due date").
4. I understand and agree that if I become delinquent in payment of my student account, the University may suspend me from class, or I may be withdrawn from the University, as set forth in the University's then current catalog, which I understand and agree is subject to change in the University's sole discretion, at any time.
5. I agree that a late payment fee will be charged to my student account if payment in full is not received by the payment due date. The late fee will be applied to an owing balance above \$25.01 at 1.5% per month and the total monthly late fee will not exceed \$100.00.
6. I understand and agree that bank declined payments returned to Northwest University, for insufficient funds or any other reason, may incur a Returned Item Fee of \$30. Additionally, after 3 return payment fees in one academic year, my student account may be restricted to payment with secured funds only (wire, cashier's check, money order, or cash) until two consecutive semesters of successful payments are completed.
7. If I register for a semester and attend classes but later wish to withdraw from classes, I will be subject to the withdrawal policy as set forth in the then current University catalog (or by amendment to the catalog), which catalog I agree is subject to change in the University's sole discretion, at any time.
8. I authorize the University to pursue payment of my account using means it deems appropriate. If I do not pay in full amounts owed on my student account by the payment due date, I understand the University may assign the unpaid balance to a third-party collection agency. I agree to pay the administrative fees and/or collection fees charged by the collection agency and allowed by law, which may be added to my account at that time. Should further assistance be required to collect amounts I owe, I agree to reimburse the University the fees of any collection agency, which may be based on a percentage at a maximum of 40% of the debt, and all costs and expenses, including reasonable attorneys' fees, which incur in such collection efforts.
9. I understand that I can review my owing balance on the Eagle Website <https://eagle.northwestu.edu/my-account/>. If I cannot pay that owing balance, I understand I can contact Student Financial Services by email studentfinancialservices@northwestu.edu to discuss possible payment arrangements. Unless my balance is paid in full, I understand I will be unable to register for classes.
10. I understand this document will remain in effect for all semesters in which I am considered a student, as defined by the then current University Catalog. The terms of this Agreement remain in effect even if I am no longer a student at the University.

I understand and agree to the NU Financial Agreement, as laid out above.

I have reviewed all requirements of the Early College – Online program and give permission for my student to enroll and be registered for online courses. I understand that payment is required according to Northwest University's published financial services policies and agree to the Master Financial Agreement statement.

Parent/Guardian Information

Parent/Guardian Name: _____

Relationship to Student: _____

Phone Number: _____

Email Address: _____

Signatures

I certify that I am the parent or legal guardian of the student listed above and that the information provided is accurate.

Parent/Guardian Signature: _____

Date: _____

Student Signature: _____

Date: _____

For questions regarding the Early College - Online program, please contact:

Northwest University Early College - Online

Phone: (425) 889 - 5311

Email: ecoenrollment@northwestu.edu