

College of DuPage

THIRD PARTY BILLING AGREEMENT FORM CONTINUING EDUCATION

This form must be submitted at the time of registration and will not be accepted without prior company approval.
Please read and complete the form before signing this agreement.

Continuing Education Registration Office - CESponsorships@cod.edu Phone: (630) 942-2208 Fax: (630) 942-3785

Student First Name		Student Last Name	
Birthdate		Student Social Security Number or ID# (If known)	
Street	City	State	Zip
Home Phone	Work / Cell Phone		
		☐ Male	☐ Female
Email Address			
ETHNIC ORIGIN (OPTIONAL) ☐ Caucasian ☐ Asian/Pacific ☐ Hispanic ☐ Native American ☐ African-American			

Company Name:			
Company Billing Address:			
Company Contact Person:			
Company Email:		Company Phone:	
Company Authorized Signature & Title:		Date:	

Employer, please check the appropriate lines. Payment is due upon receipt of College of DuPage invoice.

Indicate semester enrolled:	_____ Fall	_____ Spring	_____ Summer
_____ Company Will Pay In-District Tuition Rates Only*		_____ Yes, Company Will Pay Out-of-District Tuition Rates*	
_____ Yes, Company Will Pay Fees*		_____ Yes, Company Will Pay for Non-Credit Classes*	
_____ No, Company Will Not Pay Fees			

****If employer declines or fails to pay fees, the student is responsible for the full payment due to the College of DuPage for courses taken. The student is also responsible for following-up with their employer to insure payment has been made. If balance is not paid in full, the student may be sent to collections. If requested by employer, the college may provide information relating to the student's class***

Student Signature: _____	Date: _____
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Indicate course titles and course code numbers and fees that

COURSE TITLE	COURSE NUMBER	FEE
_____	_____	_____
_____	_____	_____
_____	_____	_____

The College of DuPage does not monitor attendance or grades. It is the responsibility of the student to supply the employer with grades.

Books are billed separately by the bookstore, call them at (630) 942-4342 for additional information.

For College of DuPage Use Only)	College of DuPage Company ID#: _____
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