

STUDENT INSTALLMENT PAYMENT PLAN APPLICATION FORM

Full Name:

UID Number:

RULES:

1. The Installment payment plan is open to all students, (as defined in the Procedure) who must be enrolled full-time in a QF educational program for the entire academic year.
2. All previous semester balances must first be paid in full/included in the payment plan in order to participate in the Installment Payment Plan
3. The Installment payment plan should be provided for three (3) equal installments per semester or six (6) equal installments for the whole year (2 semesters). Payments must be made by post-dated cheques from local Qatari bank.
4. In the event of a post-dated check is being returned or dishonoured by the bank for insufficient funds full outstanding amount due from the student becomes payable immediately and QF Finance has the right to follow any legal procedure required after notifying the cheque Guardian.
5. The Installment payment plan must be endorsed by the QF Educational Institution or Branch Campus.
6. Final approval of all payment plans will be in accordance with the Procedure.
7. **Financial Aid, Scholarships & Third-Party Awards (Tuition assistance will reduce the student's balance for the semester), these payments do not count as installment.**
8. A copy of any awards such as financial aid, scholarship, etc. must be attached to the application.
9. The Financial Holds on default accounts can be released with immediate effect upon receiving the payment and the checks if no outstanding from the previous semester.

APPLICATION FOR:

Tuition Fees:

Housing Fees:

Total outstanding:

Less Awards (Financial Aid/ Scholarship)

Balance Due:

As of date:

Remarks:

BUSINESS JUSTIFICATION:

Last payment received (date)

Graduation (month/year)

Is the student account on hold (Yes/No)?

Number of installments applied for:

Bank Name and Cheque Number:

Amount on Post-dated checks:

Date of Post-dated checks:



AUTHORIZATIONS/ APPROVALS

I agree and adhere to the rules and regulations as stated by Qatar Foundation

Student name and signature:

Guardian's name and signature:

Guardian's email: (mandatory)

Guardian's mobile: (mandatory)

QF Finance reviewed by:

QF Finance Approved By:

