

1. Documentation Requirements for students:
 - a) Tuition
 - b) Proof of Registration and/or class schedule.
 - c) Tuition statement/invoice.
 - d) Books/Supplies
 - e) Class schedule
 - f) Stipend
 - g) Grades returned from previous classes taken.
 - h) Class schedule.
 - i) Room/Board
 - j) Copy of lease agreement and W-9 from landlord.
 - k) Class schedule.
 - l) Experienced students opting for lump sum payments each term
 - Within 2 weeks of beginning of term, Receipts for:
 - Tuition payment receipt
 - Rent payment receipts
 - 1st receipt within 2 weeks of beginning of quarter
 - Subsequent receipts by the 10th of each month
 - All other documentation as required above.

*****NO FUNDING WILL BE DISBURSED UNTIL ALL DOCUMENTS ARE PROVIDED**

I understand and agree to this Life Long Learner Policy outlining my requirements and obligations as a student and the requirements and obligations of the Life Long Learner Department provided to me as a student.

Student Printed Name

Student Signature

Date