



EMPIRE STATE
UNIVERSITY

Third-Party Sponsorship: Individual Student Authorization

Who Should Use This Form?

A student and sponsor can use this form to authorize sponsorship and provide Empire State University with the necessary information to defer the student's charges and invoice the sponsor.

What is the Process for Student Sponsorships Using This Form?

Once the authorization is approved by Student Accounts, a deferral will be conditionally applied to the student's account in the form of estimated financial aid. Once full tuition and fee liability is incurred, SUNY Empire will invoice the sponsor.

Restrictions

SUNY Empire cannot accept third-party sponsorship if it is contingent upon a grade or course completion. In those cases, students must pay for their charges and seek reimbursement from their sponsor.

Student Information

| | | | |
|---------------|------------|----------------|-----------------|
| _____ | _____ | _____ | B0 |
| Last name | First name | Middle initial | SUNY Empire ID# |
| _____ | | _____ | |
| Street | | City/State/Zip | |
| _____ | | _____ | |
| Email address | | Phone | |

Sponsor Information

| | |
|---------------------------|--------------------------------------|
| _____ | |
| Organization name | |
| _____ | |
| Authorizing official name | Authorizing official phone and email |
| _____ | _____ |
| Billing contact name | Billing contact phone and email |
| _____ | _____ |
| Billing street | Billing city/state/zip |
| _____ | _____ |

Sponsorship Information

| | | | |
|-------|-----------------|-----------------------|------------------------------------|
| _____ | _____ | _____ | \$ _____ |
| Term | Term start date | No. sponsored credits | <i>Maximum</i> term amount, if any |

Visit www.sunyempire.edu/StudentAccounts for tuition, fee and liability information.

- Tuition and all fees up to \$ _____
- Tuition only up to \$ _____

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If this sponsorship covers specific course(s), list them here.

| | |
|-------|----------------|
| Title | No. of credits |
| Title | No. of credits |
| Title | No. of credits |

Student Signature

By signing below, I agree to all terms and conditions at www.sunyempire.edu/TermsAndConditions. I acknowledge that I am ultimately responsible for all charges incurred, including unpaid sponsorship amounts. In accordance with the Federal Educational Rights and Privacy Act (FERPA), I authorize SUNY Empire to release student financial and academic information to my sponsor necessary to secure payment.

 Student Signature Date

Sponsor Signature

The above sponsorship is valid and we agree to pay for the student’s educational charges as outlined above. We understand SUNY Empire will invoice once the student has incurred full tuition and fee liability. We agree to pay this sponsorship within 30 days upon receipt of the invoice date regardless of course outcome, including partial charges should the student withdraw. If the student withdraws after SUNY Empire receives payment and such withdrawal creates a credit on the student’s account, we understand that Student Accounts will return the appropriate amount of our payment to us. For information about the university’s withdrawal refund policy, visit www.sunyempire.edu/StudentAccounts and click on “withdrawals.”

 Authorized Signature Date

Return this form to:

Empire State University
 Student Accounts
 111 West Ave.
 Saratoga Springs, NY 12866-6069
studentaccounts@sunyempire.edu or fax 518-580-4790

For questions, call 518-587-2100