Corporate Sponsorship Agreement
University Of Delaware

The following form should be filled out to confirm when your company will be paying all/part of your educational expenses. Please submit company policy/authorization to confirm the amount approved; authorization terms and company’s invoicing preference.

Please complete all sections and include a copy of any official letter/authorization from your company that supports the arrangement

Section 1: Student/Sponsor Information

<table>
<thead>
<tr>
<th>Student Name: ___________________________</th>
<th>UD Student ID: ____________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student E-mail: _________________________</td>
<td>Student Phone: ____________________</td>
</tr>
<tr>
<td>Sponsor Company Name: ____________________</td>
<td>Company Phone Number: _____________</td>
</tr>
</tbody>
</table>

Section 2: Authorization Terms

- [ ] One-time Authorization: This is valid for the ___________ Semester. I understand I must provide separate authorization each semester/term, SFS will not process the appropriate credit until I submit a new authorization.

- [ ] Blanket authorization: As of ___________ (indicate first term to process) this serves as authorization for each term I have active registration. SFS will process the appropriate credit each semester unless notified agreement is no longer valid.

Section 3: Invoicing Terms

- [ ] Please invoice my company for payment directly to the University of Delaware

- [ ] Invoice me directly. I will be reimbursed by corporate sponsor and submit payment by below*.
  - Fall Semester: January 30th
  - Spring Semester: June 30th

*This option is offered as courtesy to students for those companies that reimburse after submission of final grades

I understand the following conditions:

- It is the responsibility of the student to ensure their account has appropriate contact information. The University of Delaware uses online billing and communicates payment reminder notifications via email to the student’s preferred email address. A specific “billing” email type can also be established to grant an authorized user access to view and pay bills.
- It is the student’s responsibility to know when a payment is due. Electronic copies of charges and payments are available by accessing your account online @ www.udel.edu/paybill. Accounts are subject to a late payment of $55 each month if not paid on-time.
- If a student defaults on the unpaid balance, they will be referred to a collection agency and reported to credit bureau organizations. Under such circumstances, the student may also be responsible for all attorney’s fees, other costs and charges necessary for the collection of any amount not paid when due.

STUDENT’S SIGNATURE ______________________ DATE __________________

Return Forms to:
Mail: Office of Student Financial Services  E-Mail: sfs-advisor@udel.edu  Fax: 302-831-4056
116 Student Service Building  Newark, DE 19716