

THIRD-PARTY AUTHORIZATION (TPA)

Authorization to bill third-party organization to pay designated education expenses for NPC student.

STUDENT ACKNOWLEDGEMENT

Student must provide NPC Release of Student Information form listing third-party organization.
 Student must provide or ensure valid TPA form is received upon registration.
 Student is responsible for renewing their authorization prior to schedule changes.
 Student is responsible for paying any late registration fee and balance not covered by the third-party organization.
 Unpaid balance will result in a financial hold which would prohibit enrollment activity, access to grades, obtaining transcripts, diplomas, or certificates of degree.
 NPC may pursue debt collection.

Student Name _____ NPC ID# _____

Student Signature _____ Date _____

THIRD-PARTY AUTHORIZATION

Authorization is considered guaranteed funds from the third-party organization.
NPC does not accept authorizations with stipulations on grades or course completion.
 Invoice will be issued upon receipt of TPA and student registration.
 Payment term: Net 30
 Delinquency will prohibit future third-party authorizations from organization.

Authorized Semester or Date(s) _____

Authorized Course(s) or Dollar Amount _____

If student is awarded other financial means **exceeding** tuition charges, should NPC continue with TPA? Select one:

- YES, organization will continue with commitment to pay NPC.
- NO, other financial means must be exhausted.

Third-Party Organization _____ Phone# _____

Mailing Address _____

Authorized Official's Name _____ Email _____

Authorized Official's Signature _____ Date _____

TPA form considered invalid if incomplete. Questions, call NPC Business Office at 800-266-7845 ext. 7480.

Return completed authorization to StudentBilling@npc.edu

THIS SECTION COMPLETED BY BUSINESS OFFICE

Short-Term Courses? YES, start date: _____ NO
 Third-Party Organization Balance \$ _____ Student Balance \$ _____
 Invoice Date _____ Invoice# _____ Date Invoice Paid _____ Delinquency Status