Automated Payment Processing

Safe – Convenient – Easy

We are excited to offer the safety, convenience and ease of Tuition Express® – a payment processing system that allows secure, on-time tuition and fee payments to be made from either your bank account or credit card.

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FOR BANK ACCOUNT and CREDIT CARD

I (we) hereby authorize **Concordia Lutheran School** to initiate debit or credit card charges to the below referenced debit or credit card account **(Section A)** OR, initiate debit entries to my (our) Checking or Savings Account, indicated below **(Section B).** To properly affect the cancellation of this agreement, I (we) are required to give 10 days written notice. Credit Union Members: Please contact your bank entity to verify account and routing numbers for automatic payments. Check with the center for accepted credit card types. **Concordia Lutheran School will assess a 2.5% non-refundable convenience fee for every credit card transaction made. Debit card or ACH transactions have no extra fees.**

STUDENT NAME _____

COMPLETE ONE SECTION ONLY

SECTION A (Debit Card or Credit Card) ☐ Debit Card ☐ Credit Card

Cardholder Name _____ Phone # _____

Cardholder Address _____ City _____ State _____ Zip _____

Account Number _____ Expiration Date _____ CVV (Only for Credit Card) _____

Cardholder Signature _____ Date _____

SECTION B (Bank Account)

Your Name _____ Phone # _____

Address _____ City _____ State _____ Zip _____

Bank or Credit Union Name _____

☐ Checking ☐ Savings

Routing Transit Number (see sample below) _____ Account Number (see sample below) _____ Authorized Signature _____

For Official Use Only

Date Received
Employee Signature

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