

Third Party Authorization Letter – Tuition & Fees

Please forward this letter, or a reasonable facsimile, on company letterhead to MCC.ThirdParty@mcckc.edu, or in person to an MCC campus business office. For a listing of campus contact information please visit www.mcckc.edu/ThirdPartyContacts.

Date: _____ Semester (choose one): Spring Summer Fall

Student Information

Name: _____ Daytime Phone: _____

MCC Student ID #: _____ or Last Four Digits of SSN#: _____

Billing Information

Company/Agency Name: _____

Contact Name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

This form confirms the company/agency referenced above is responsible for payment to MCC as specified below:

Payment authorized regardless of other funding source(s): Yes No

Tuition: \$ _____ or 100% Instructional Fees: \$ _____ or 100%

Max Amount: \$ _____ Other: _____

Note: Textbooks and/or course supply vouchers must be coordinated directly with Follett Higher Education Group, MCC's bookstore service provider. Phone: (816) 604-2189 Email: 1515asm@follett.com

Authorized Signature

Date

For Office Use Only

Term: _____	Priority: <input type="checkbox"/> HP <input type="checkbox"/> LP <input type="checkbox"/> MP	Date Assigned: _____
Org ID: _____	Contract #: _____	