



# Deferred Billing Program

The Deferred Billing program is designed for students who receive tuition reimbursement through their employer. Tuition reimbursement is generally issued at the end of the term, this option provides an extended payment due date of up to 30 days after the course is completed.

## Who is eligible for the deferred billing program?

Any student who has qualified for tuition reimbursement through their employer. Since tuition reimbursement is generally issued at the end of the term, this option provides an extended payment due date. Deferred billing is appropriate in any situation where a student is reimbursed directly from their employer upon successful completion of their courses. Please note: if a student is required to provide a paid receipt prior to being reimbursed from their employer, a paid receipt will not be available from Financial Services until the tuition is paid in full. Tuition receipts are available on Centrallink by clicking on "my account", and then clicking on "self-serve verification of tuition and fees".

## How to apply for the deferred billing program?

To apply, students must submit the Deferred Billing application., verification of employment and employer's tuition reimbursement policy. Once all forms are completed, forms can be sent in PDF format to [tvoucher@cmich.edu](mailto:tvoucher@cmich.edu) or by fax (989)774-3542. All forms must be submitted prior to the first statement due date to prevent late fees. If an account receives late fees due to late submission of forms, the late fees cannot be removed.

## How much does it cost?

There is no cost to participate in the deferred billing program.