



High School Programs 3rd Party Tuition Authorization

Instructions:

- Deadline: within 2 weeks from term Drop Deadline
- Attach typed or excel spreadsheet student information for billing. The Registration Report supplied by the Concurrent Enrollment Office can be modified and included as the student listing. Hand written lists will not be accepted.
- Form to be completed each semester for Concurrent Enrollment and ASCENT students.
- **DO NOT include Career Academy students.**

Forms can be submitted by:

- Scan & E-mail

Cashier's Office: 3rdparty@aims.edu

- Fax

Cashier's Office: 970-506-6952

*Semester: Fall Spring Summer Year _____

School and/or District: _____

Address: _____

Prepared By: _____ Phone: _____

E-mail: _____

Contact Person for Billing: _____ Same as Above

Phone: _____ Fax: _____

E-mail: _____

Signature: _____

Payment Coverage Information

Check All That Apply.

Failure to complete this section will delay invoicing and impact student billing. Students/parents are held responsible for all payments until 3rd Party Tuition has been received.

Tuition Only: Yes No Differential Tuition: Yes No Fees: Yes No

District will only cover 6 credits per student

District will cover credits or courses per student as indicated

District will cover _____ credits per student

District will cover all credits, no fees

Special Instructions/Comments

Payment by Course: CRN Numbers: _____

Special Instructions/Comments:
