

## Payment/Registration Form for September Intake 2022 (for Canadian Citizens and Permanent Residents)

Complete and return no later than **August 15<sup>th</sup>, 2022** due date.

### Student Information

\_\_\_\_\_  
First Name (print clearly)

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Student Number

\_\_\_\_\_  
OCAS Number

\_\_\_\_\_  
Program

\_\_\_\_\_  
Campus Location

### Identify one of the following:

- Paying Myself
- OSAP - Ontario Student Assistance Program
- SECOND CAREER - A signed Second Career Contribution Agreement is required to reserve your seat in the program.
- SPONSOR

\_\_\_\_\_  
Name of Sponsor

**A \$250 non-refundable deposit is required by August 15<sup>th</sup>, 2022 or upon confirming your offer.** Please note that any past-due fees must be paid before you can register for your program. The balance of semester fees must be paid prior to the start of the semester. **For more details and dates, see back of page. For tuition fee and ancillary fee schedules you may refer to our website at [www.mynorthern.ca](http://www.mynorthern.ca).**

### How do I pay?

- **Pay Online at Northern College**

Go to MyNorthern at [www.mynorthern.ca](http://www.mynorthern.ca). Login with your *username* and *password* which is located on your *Offer of Admission*. Select *MyAccount* located on the left and start the process. **This is the easiest and fastest way to pay.**

- **Pay at a Canadian Bank or Financial Institution**

Payments made at your bank will take approximately 5 business days to be sent to Northern. These payments are available at the 5 major banks: CIBC; BMO; RBC; Scotia; and TD. The Financial institutions we do not accept online payments from are credit unions and Caisse Populaires. Please allow sufficient time to avoid missing the deadlines.

**Timelines:**

**August 15<sup>th</sup>, 2022**

A deposit of \$250 (non-refundable) is due or upon confirmation of offer.

**September 6<sup>th</sup>, 2022**

Fall semester fees including ancillary fees are due. Full fees (two semester) may also be paid.

**September 9<sup>th</sup>, 2022**

A late fee of \$150 will be applied if fall semester fees are not paid in full.

**Students who redirect their OSAP funding to the college to pay their tuition fees may be exempt from the late fee.**

**January 4<sup>th</sup>, 2023**

Winter semester fees are due.

**January 6<sup>th</sup>, 2023**

A late fee of \$150 will be applied if winter semester fees are not paid in full.

If you have applied for OSAP funding, your winter semester fees are due within 7 days of receiving your OSAP funding, otherwise, the late fee will apply.

**Students who redirect their OSAP funding to the college to pay their tuition fees may be exempt from the late fee.**

\*\*\*Note: Spring semester dates will be posted on our website as soon as they are available.

**I UNDERSTAND AND AGREE THAT:**

- All fees must be paid according to the above mentioned timelines.
- The College will withhold my transcript, diploma, certificate and other academic documents until all fees have been paid in full.
- I acknowledge that I am not officially registered until all fees owing from previous years have been paid in full. I can contact Student Services to review options.
- I further acknowledge that after the 10<sup>th</sup> day of scheduled classes in each semester, if I withdraw from the College with or without formal notice, I am responsible for any outstanding tuition assessment, residence, or any other charges still accruing to the College for the duration of that semester.
- Following any payment, withdrawal from a college program must be performed through the College withdrawal process, not through OCAS.

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Student's Signature

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Date