



## Payment Contract

This Payment Contract is between the **Institute for Field Research** (“IFR”) and \_\_\_\_\_ (“Student”). This Payment Contract relates to the student participation in the \_\_\_\_\_ field school, beginning on \_\_\_\_\_.

This agreement is valid only after such deposit fee is sent to the IFR and payment is processed and cleared.

**Please note: Deposit is nonrefundable**

Field school costs (instruction, accommodations, materials, etc) are incurred on behalf of the student prior to the start date of the field school. As such, the student is committing to pay for the full tuition costs regardless of attendance.

**Mark here if paying via Financial Aid** - The IFR recognizes that the student applied for financial aid at their home institution to finance participation in the aforementioned field school. The IFR further recognizes that financial aid disbursements may take place up to 10 days prior to beginning of the field school. Therefore, the IFR agrees to extend the tuition payment deadline from the date published on our website and all printed materials to seven (7) days prior to the field school beginning date.

**Mark here if paying via Payment Plan** – The IFR agrees to postpone tuition payment deadline from the date published on the IFR website, and all printed materials, up to ten (10) days prior to field school first day of class. No late fee will be charged for that time period. A payment schedule must be attached to this agreement – please scroll down and complete the payment plan table.

**Accepting this Payment Contract legally commits the Student to pay the full tuition costs for the field school, regardless of the Student’s attendance to the program. Failure to pay the field school tuition and any balance on the Student’s Account will result in legal action taken against the student, including but not limited to, the use of a collection agency. In addition, failure to pay full tuition by the designated date(s) will result with the Student’s removal from the field school and the Student will not be allowed to participate in the program even if the Student is present at the location of the field school for its beginning and/or duration. Finally, failure to pay the full tuition by the due date(s) will result in a \$20 Late Fee for every day past the designated date(s).**

The relationship between the **Student** and the **IFR** shall be governed by the laws of the State of California without regard to its conflict of law provisions. The **Student** and the **IFR** agree to submit to the personal and exclusive jurisdiction of the courts located within the County of Los Angeles, CA, where the IFR is located.

INTENDING TO BE LEGALLY BOUNDED, I have knowingly, voluntarily, and willingly executed this Agreement.

**For the Student:**

**For the IFR:**

\_\_\_\_\_  
(Name of student)

\_\_\_\_\_  
(Name & title of IFR representative)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(Signature of student)

\_\_\_\_\_  
(Signature of IFR representative)

IF PAYING VIA PAYMENT PLAN, enter dates and sums

Date	Sum