

Ohio EMT Payment Plan Agreement

The cost of tuition for the Ohio Emergency Medical Technician Course is \$700.

Make all EFT or credit card payments online at commerce.cashnet.com/EMT. Make cash payments in person at the SSU Career Services office, Massie 124, from 9 a.m. to 5 p.m., Monday through Thursday. If you need to arrange another payment time, call 740-351-3322 in advance.

Payment Options:

- **One-time payment:**
 - One-time payment in full of \$700 is due by the end of Week 2.
- **Two separate payments:**
 - First payment of \$350 is due by the end of Week 2.
 - Second payment of \$350 is due 30 days before the class ends.
- **Three separate payments:**
 - First payment of \$231 is due by the end of Week 2.
 - Second payment of \$231 is due by mid-term.
 - Third payment of \$238 is due 30 days before the class ends.

Third Party Payers: You must provide a letter of intent to pay from your employer, city or township, in order to register for the class. Letters must include a contact, mailing address, email, and phone number. Email letters to careers@shawnee.edu or mail them to SSU Career Services, 940 Second Street, Portsmouth, OH 45662. You may also bring letters in person to the SSU Career Services office in Massie 124.

- **Refund Policy:**
 - Through end of Week 2 – 100% of Tuition
 - Week 3-4 – 50% of Tuition
 - Week 5-6 – 25% of Tuition
 - Beginning Week 7 – 0 (No Refund)

Commitment: By signing below, I acknowledge that my tuition must be paid 30 days before the class ends, either by me or a third party payer. If my tuition is not paid in full by Week 8, I will be dismissed from the class and will not be cleared for any certification testing, whether practical or written. However, dismissal under these circumstances will not relieve me of the obligation to pay my outstanding balance in full.

Name: _____ Date: _____