



Student Accounts Office
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THIRD PARTY BILLING INFORMATION FORM

SECTION A. Sponsor Information

Name: _____ Contact Name: _____

Billing Address: _____

Telephone/Fax # _____ Email: _____

SECTION B. Student Information

Student Name: _____ Student ID #: _____

Program of Study: _____

Authorization terms (check all that apply): Fall: _____ Winter: _____ Summer: _____

(Student's must also email accounts@ukings.ca once they are registered for the summer term in order for a summer invoice to be issued).

SECTION C. Authorization Coverage

Please indicate the charges you agree to pay as a sponsor.

All Charges, if not please specify;

Tuition Additional Information: _____

Mandatory Student Fees _____

Account Balance Only _____

KSU Health and Dental Plan _____

International Health (if applicable)

Non-compulsory charges (e.g. housing, meal plan etc). Specify here: _____

To be completed by the student:

I understand a new form must be submitted at the start of each academic school year.

I hereby authorize The University of King's College to invoice the above Sponsor for the authorized coverage as specified in Section C above.

I agree I will immediately notify my Sponsor of any changes to my registration, including my course load.

I understand that I am responsible to pay by the term due date, all charges on my student account not covered by my Sponsor, including the KSU Health and Dental Plan should I wish to not opt out by the KSU deadline. Forms submitted after the term due date will be subjected to late fees and interest.

Student Signature: _____ Date: _____

To be completed by the sponsor:

The undersigned hereby agrees to pay the charges set out in Section C for each students listed in Section B.

Sponsors Signature: _____ Date: _____