



# Third Party Tuition Payments Authorization Form

Business Services – Student Accounts  
1115 North Roberts  
Helena, MT 59601  
(p) 406-447-6921 (f) 406-447-6395

### Third Party Information

Academic Year: \_\_\_\_\_ Fall  Spring  Summer  (check all semesters that apply)

Organization Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Official Contact Person Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Check ONLY ONE box in each section  
(attach an itemized list or explanation if needed)

### Tuition & Course Fees:

No Limit on Tuition & Course Fees

Tuition & Course Fees Limited by Total Amount  
**Tuition Amount: \$** \_\_\_\_\_ **Fee Amount: \$** \_\_\_\_\_

Tuition & Course Fees Limited by Student Number  
**Tuition/Fee Amount** per student \$ \_\_\_\_\_ x \_\_\_\_\_ Number of Students

### Books & Supplies

No limit on Books and/or Supplies

Books and/or Supplies Limited by Total Amount  
**Book(s) Amount: \$** \_\_\_\_\_ **Supply Amount: \$** \_\_\_\_\_

Books and/or Supplies Limited by Student Number  
**Books(s)/Supplies Amount** per student \$ \_\_\_\_\_ x \_\_\_\_\_ Number of Students

If limited, please list the types of books/supplies you are willing to cover: \_\_\_\_\_

The signee authorizes payment to Helena College.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

For Helena College Student Accounts use only

Third Party ID: \_\_\_\_\_ Contract Number: \_\_\_\_\_ Term: \_\_\_\_\_ Contract Ent'd (initial): \_\_\_\_\_