

# TRPP

## TUITION REIMBURSEMENT PAYMENT PROGRAM

### *At Baldwin Wallace University, TRPP Eases the Payment Process!*

If your employer is helping to fund education through a tuition reimbursement program, BW offers a special payment plan that allows you to pay tuition and fees *at the end of the term* - when your benefit is available!

Because most employers want to verify satisfactory completion of classes before tuition is paid, students with such benefits are required to pay for college courses upfront. This makes good sense from an employee benefit standpoint, but doesn't always make it easy for adults to afford college tuition, even in the short run. In support of such policies and to ease the payment process, Baldwin Wallace University offers you TRPP, the Tuition Reimbursement Payment Program.

TRPP allows you to extend your payment due date, at a reasonable rate of interest, *until 30 days after the end of the term*. During the semester, you are responsible for paying only the finance charge portion of your bill. Students must forward verification of course completion to their employers and remit payment to Baldwin Wallace University during the 30 day period following the semester/term. TRPP applies to **tuition and fees** at Baldwin Wallace University. It does not cover books or other college related costs that may be incurred as a BW student.

*If you are enrolling in minimester or short courses which fall within the full semester, the TRPP due date is still 30 days after the end of the full semester.*

### *Terms of Payment and TRPP Finance Charge*

Students participating in TRPP will incur a finance charge, set at a reasonable level not to exceed the maximum amount permitted by law. Currently the TRPP finance charge is 5 percent APR.

Each month you will receive a billing statement from the University that will include unpaid tuition and fees and the TRPP finance charge. Students are responsible for monthly payments of all finance charges at the time they are billed before or during the semester. The remainder of the balance (tuition and fees) is required once reimbursement is received from the employer, or within 30 days following the end of the term, whichever comes first. If you do not pay the monthly finance charge, interest will be compounded on any unpaid balance including tuition, fees, and interest accrued.

## ***Getting Started***

To initially enroll in TRPP, you must complete the following two forms and submit them to:

Bursar's Office  
Bonds Administration Building  
Berea, OH 44017

## **Tuition Reimbursement Payment Program Application and Agreement**

The TRPP program begins on September 1 and ends On August 31 of each academic year. Due to the possibility of employment changes from one semester to the next, it is required that you renew your TRPP agreement prior to each semester of enrollment.

### **Revolving Credit Agreement**

This is a one-time form that must be signed by all students participating in TRPP. Because we are extending the terms for payment of tuition beyond the end of the semester, the University is essentially making an educational loan to you. When loans are made, and in compliance with Ohio Lending Loan Laws, the University must have a note signed.

## ***Billing Statements and TRPP***

Once the TRPP application and revolving credit agreement are approved and on file with the Bursar's Office, you may participate in TRPP. Your confirmation that you are enrolled in TRPP will be printed on your next billing statement. **TRP** will be indicated next to the words "Payment Plan" under the payment due section of on your billing statement.

## ***Change of Employment or Termination of Tuition Benefits***

A new TRPP form must be filed if you change employers. It is also the student's responsibility to inform the Bursar in writing if tuition reimbursement benefits are no longer available from the employer at which time the student will end participation in TRPP and follow the regular University payment schedule.