

# Save \$50.00!

Save \$50 off registration fees and make all of your school payments automatically, quickly, and timely:

- ✓ No more cash
- ✓ No more checks
- ✓ No more stamps
- ✓ No more late payments
- ✓ No more worries
- ✓ No more hassles

## How it works:

You will continue to receive a statement around the 25th of the month. If everything is correct, do nothing. Your payment will automatically be handled on the 3rd of the following month by electronic fund transfer. If there is a question about your statement, notify us and we will not transfer any amounts in dispute. It's that simple! Manage your school account with a minimum of effort using our *eTuition* program.

## Frequently Asked Questions

### Is participation mandatory?

No. It is completely voluntary and you can change your mind at any time.

### What will it cost me?

Nothing! You **save** \$50 per student off registration fees! The money saved by reducing the work done by the school office and accounting department pays for this program.

### Is electronic fund transfer safe?

Yes. It is less risky because it cannot be lost, stolen, forgotten or destroyed.

### How do I control payments?

Simply check your monthly statements for accuracy. If it is fine, payment will automatically take place the 3rd day of the month. If you have questions, simply bring them to our attention. No funds will be transferred while an amount is in dispute.

### What if I change my bank account?

Notify us and we'll give you a new authorization form to complete.

### Who do I talk to if I have questions?

Contact the school office or the school bookkeeper if you have additional questions or concerns (510-351-4957).

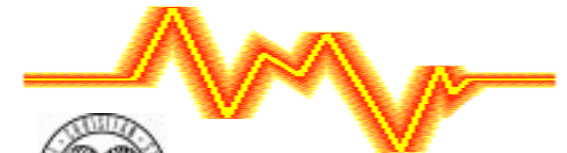


□ *e*asy

□ *e*fficient

□ *e*lectronic

management of  
your school account



Chinese Christian Schools

# Start Now



# enrollment form



Signing up for *eTuition* takes just three easy steps:

1. Carefully read over the information provided.
2. Complete the *eTuition* enrollment form. Don't forget to sign and date it!
3. Submit the form with a voided check to the school office.

## Help yourself & CCS:

By enrolling in *eTuition* you not only save \$50 off your registration fees, you help the school. Electronic fund transfers greatly reduce the time, labor, and resources needed to collect, post, reconcile, and log monthly payments. It is also safer and more accurate than handling large amounts of cash or large numbers of checks for deposit.

*eTuition* will streamline our office and accounting procedures, giving us more time to serve your needs.

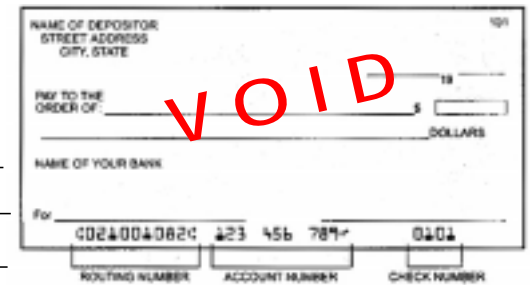
## Personal Information

Name: \_\_\_\_\_ CCS Account No.: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone No.: ( ) \_\_\_\_\_ E-mail: \_\_\_\_\_

## Checking Account

(Please attach a voided check)

Name of Financial Institution: \_\_\_\_\_  
 Routing # \_\_\_\_\_  
 Bank Account # \_\_\_\_\_



## Agreement (Please read, sign, and return)

I understand that if my financial institution or account changes, it is my responsibility to notify Chinese Christian Schools (CCS). I also understand that if CCS is no longer able to deduct my payments for any reason, I will then be responsible for initiating the payments. I understand that this request and authorization is voluntary on my part and that I can terminate it at any time by giving notice (non *eTuition* students must pay \$50 more for registration).

I hereby authorize CCS to initiate a deduction on the 3rd of each month from my designated account and I authorize my financial institution to honor the withdrawal initiated by CCS. I understand this authority remains in effect until it is cancelled in writing by me, CCS or the financial institution.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

If any automatic payment is returned unpaid by the financial institution for any reason, we may charge you a \$30 insufficient funds fee. We reserve the right to change this fee from time to time. Any payment will be first applied to this fee and other outstanding fees due, then to the current amount due.