

## Enrollment/Change Form

Complete this form and return it to the school office to begin or change your current tuition payment. Your payments will be made automatically from your bank account or your LCEF StewardAccount<sup>®</sup>.

Check the appropriate box:

- New enrollment    
  Payment change    
  Account information change

**Please Print in Black Ink**

Parent/Payer Last Name	Parent/Payer First Name	MI	Daytime Telephone No.
Mailing Address		City, State, ZIP	Email Address
Student Name	Grade		
Student Name	Grade		
Student Name	Grade		
School Name	School Telephone Number	School Fax Number	
School Mailing Address		City, State, ZIP	

### My Payment Plan

Student Name _____	Tuition Amount \$ _____
Student Name _____	Tuition Amount \$ _____
Student Name _____	Tuition Amount \$ _____
_____ divided by _____ = \$ _____ <i>Total Tuition Due                      Months to Pay                      Monthly Transfer Amount</i>	

### Debiting Account

Debit from: <input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> LCEF StewardAccount	Transfer date (check one): <input type="checkbox"/> Monthly on the 1st <input type="checkbox"/> Monthly on the 15th <input type="checkbox"/> Semi-monthly (1st and 15th) <i>(Half of each month's transfer amount)</i>
Account Number _____	Start date: ____/____/____
Routing Number (First nine numbers in bottom left-hand corner of check) _____	End date (if any): ____/____/____

### Authorization

I authorize the above-named organization to process debit entries from my account. This authority will remain in effect until I give reasonable notification to terminate this authorization or until the last specified payment date.

Authorized Signature for Account _____	Date _____
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### TO BE COMPLETED BY SCHOOL OFFICE

Student ID# _____	Vanco Client ID# _____
Student ID# _____	Initials _____
Student ID# _____	Date _____

Attach void check or deposit slip here.