



Third Party Sponsorship Agreement

Terms and Conditions

Statement of Contract

AB Tech (ABT) considers a sponsorship agreement to be a contract between ABT and the sponsor in which the sponsor agrees to take responsibility for the sponsored student's financial obligations to ABT, according to the terms specified in the agreement. Any registration or coverage changes made after authorization require the resubmission of a revised agreement form.

Statement of Liability

After a sponsorship authorization and agreement, ABT considers its financial relationship with the student ended for the term specified in the agreement, and all financial liability of the sponsored student transferred to the sponsor. Consequently, ABT considers any financial or conditional arrangements made between the student and the sponsor to be between the sponsor and the student, with no bearing on the liability the sponsor has to ABT. Therefore, any obligations not fulfilled by the student to the sponsor including, but not limited to, non-completion or failure of classes, will have no alleviating effects on the sponsor's liability to ABT. Furthermore, ABT encourages the sponsor to carefully consider and evaluate the student's commitment and trustworthiness before extending a sponsorship to the student.

Statement of Agreement to Pay All Fees

All fees associated with the student's enrollment at ABT are mandatory, and the payment of these fees are a nonnegotiable condition of the student's enrollment. Therefore, if a sponsor agrees to pay fees, the sponsor must pay all of the fees assigned to the student or none at all. Selective payment of fees is not allowed. Fees include: Insurance fee, tech fee, campus security fee, activity fee, and course specific consumable fees. Learn more here: <https://www.abtech.edu/content/business-office/tuition-and-fees>

Statement of Administrative Obligation

ABT will do everything reasonably possible to assist in the processing of invoices, the itemization of enrollment charges, and the processing of sponsor specific billing documentation. However, due to software and personnel limitations, ABT cannot commit to all sponsor administrative requests and does not consider noncompliance with these requests as justification for nonpayment of agreed upon charges or nonfulfillment of agreed to obligations, as specified in the signed agreement.

Authorization and Payment Terms

Third Party Sponsorship Agreement forms must be submitted to the business office by the semester payment deadline. A student's failure to do so will result in the student being dropped from their classes and their registration cancelled, unless the student makes other payment arrangements by the payment deadline.

Invoices will be mailed after the last day for refundable withdrawals and are due 30 days after the invoice date. Failure to pay any past due balances in full may result in the following:

- Loss of ability to sponsor students until the past due balance is paid
- Loss of ability to be invoiced and requirement of prepayment in the future
- Reporting of nonpayment to credit reporting agencies resulting in weakened credit history
- Subjection to ABT collections process

Collection Policy and Procedures

Attempts are made during the semester for collection through billing statements that are mailed for all outstanding accounts. Past due accounts will have a second notice mailed 30 days after the initial invoicing. If no collection is made within 30 days of the second notice, a third and final personal letter will be sent. The letter will detail the date, purpose and amount of the debt as well as advise the sponsor of the ABT's policy regarding future sponsorships. If the above procedure fails within 30 days, the following collection options are available to the college based on the amount past due:

- Any account over sixty (60) days past due may be turned over to the NC Department of Revenue, Set-Off Debt Unit, to collect from your NC State Tax Refund until your account is paid in full. This is in accordance with G.S. Chapter 105A of the North Carolina General Statutes, Set-Off Debt Collection Act.
- Any account over sixty (60) days past due may be turned over to the NC Attorney General's Office, Collection Section where legal action may be taken to collect the outstanding debt.
- Any account over sixty (60) days past due may be turned over to a collection agency where credit may be adversely affected. Once the account has been submitted to a Collection Agency, payment must be remitted to them directly.