

Installment Payment Agreement (3/2025)

This is an installment payment plan agreed and entered as of the date of requested set forth below.

Between the University:	Stamford International University
And the Student:	Name:
	ID:
	Phone:
	Email:

The Payment Plan

The student will follow the installment plan here below:

Item	Amount	Deadline for Payment
Installment Fee	1,000 THB	Upon Application
Down Payment	50% of the Term Fees	February 16 - March 27, 2026
Final Payment	50% of the Term Fees <i>(Term Fees must be fully paid at this stage)</i>	June 26, 2026

Note:

- The “**Term Fees**” mentioned in the table above consists of the tuition fee, education fee and international student fee.
- **Installment Fee is NON-refundable.**
- In case a student drops all subjects during Add/Drop Period and takes term leave in the given term, the amount paid as down payment is NON-refundable, and will be kept in the student’s account as credit for future use.
- **Other than the Term Fees, ALL other miscellaneous fees (including but not limited to dormitory fees, electricity and water bills, late fees) CANNOT be paid by installment and MUST be paid on time. In case by payment deadline the outstanding balance of a student’s account is only from those miscellaneous fees, de-registration and/or other measures will be executed following the rules of the given term as well.**

Payment Regulations

1. The student must pay his/her fees for the term to come prior to the termly payment deadline.
 - 1.1. Termly payment deadlines are non-negotiable and are published by the University to all students by email, on notice boards as well as on the academic calendar published on the Blackboard.
 - 1.2. The University reserves the right to de-register the student if he/she fails to settle payment of his/her fees in full before the stated deadlines.
2. If he/she is subject to personal financial difficulties, the student may request for an Installment Payment Plan.
 - 2.1. The Installment Payment Plan is an agreement between the student and the University effective for the period of one academic term only.
 - 2.2. Granting the Installment Payment Plan to the student is at the discretion of the University, who reserves the right to decline the Installment Payment Plan request even after the student application is submitted and the down payment secured.
 - 2.3. The University may request, from the student, evidence of the circumstances urging the installment request.
 - 2.4. **The student must have settled all debts from prior academic terms in order to request any Installment Payment Plan for subsequent terms.**
 - 2.5. Installments come with a standard payment plan stated below, deadlines of which the student must abide to.

2.5.1. The student must enroll at least 3 subjects which has tuition fee in each subject when applying for an Installment Payment Plan unless it is the last term of study.

2.5.2. If the student needs to enroll or add more subjects during the add/drop period, he/she need to contact his/her advisor and after his/her advisor approve the request to enroll or add subjects after that Registrar will enroll or add subjects in the system. Then, he/she must also pay the extra amount so that Installment Fee and Down Payment are fully paid by the payment deadline. Otherwise, de-registration and/or other measures will be executed following the rules of the given term.

2.5.3. In case the student fails to complete the Down Payment plus Installment Fee within the respective deadlines stated in the table above, de-registration and/or other measures will be executed following the rules of the given term.

2.5.4. In case the student fails to complete the Down Payment within the deadline stated in the table above and complete the Down Payment during the weekend after the deadline and before Monday of Week 2, a late payment fee of 500 THB might be charged at the discretion of the University.

2.5.5. In case the student fails to complete the Final Payment within the deadline stated in the table above, a late payment fee of 1,500 THB will be charged.

2.6. The University reserves the right to decline future installment requests made by the student if he/she has been late on previous installment payment plans.

2.7. This Installment Payment Plan agreement may have negative consequences on the student's visa application. The student must comply with financial obligations towards the Immigration Bureau of Thailand, regardless of this agreement. As such:

2.7.1. International Students should pay their termly fees in full in order to apply for an education visa.

However,

2.7.1.1. Students on Installment Payment Plan must have paid at least 50% of term fees in order to get visa documents, the University will sponsor the student visa for a period of three months maximum. If the student on Installment Payment Plan fails to pay 50% of term fees according to the Installment Payment Plan, the university will not provide visa documents.

2.7.1.2. Students on Installment Payment Plan who complete 100% of Term Fees prior to the last installment payment, The University will sponsor the student visa for only a period of three months maximum.

Acknowledgement

<input type="checkbox"/> I acknowledge having read and agree with the Payment Plan and the Payment Regulations stated here above and herewith place a down payment of 50% of my termly fees and a handling fee of 1,000 THB.	
<input type="checkbox"/> I accept that the University will sponsor the student visa for a period of three months maximum for international students under Installment Payment Plan.	
<i>I acknowledge that I have read and fully understand the terms and conditions of this document relating to installment plan, payment, and visa conditions.</i>	
Student:	Date:

Approval

Cashier:	Date:
AR Manager:	Date: