



DABNEY S. LANCASTER COMMUNITY COLLEGE

THIRD PARTY TUITION SPONSORSHIP AGREEMENT

This **AGREEMENT** is entered into this _____ day of _____, 20____
between _____ (hereinafter “the Sponsor”)
located at _____ (address) and
Dabney S. Lancaster Community College, an institution of the Virginia Community College System, an agency
of the Commonwealth of Virginia (hereinafter “the College”), located at 1000 Dabney Drive Clifton Forge,
Virginia.

WHEREAS, the College offers educational and training programs for students enrolled therein; and
WHEREAS, the Sponsor desires to pay tuition and fees for _____ (name) or the
individuals provided on an attached list (hereinafter "the Student(s)") to enroll and attend the
College for the _____ semester.

NOW THEREFORE, in consideration of the promises herein contained and potentially other good and
valuable consideration the parties agree as follows:

Payment: Charges for tuition and fees shall be those established by the College’s State Board for Community
Colleges for the academic year during which the Student(s) enroll(s). The Sponsor hereby agrees to pay up to
\$ _____ per semester for _____ semester(s) on the behalf of the Student(s), or for the courses
and/or the amounts and number of semesters shown for each Student on any attached list. The Charges shall be:

After financial aid is applied (for financial aid that is in place on the last day to drop
classes for the term)

Regardless of financial aid

Tuition and fee amounts due for ensuing semesters are subject to change. After the Student(s) enroll(s) and/or
schedule(s) classes, and the College’s add/drop period is over, the College will invoice the Sponsor directly and
provide the Student with his/her tuition balance upon request. The Sponsor shall pay all amounts due within
thirty (30) days of receiving the College’s invoice. If the Student(s) drops from classes after the College’s
add/drop period due to reasons meeting the College’s criteria for extenuating circumstances, then the College
will provide the Sponsor with a refund for the particular semester. The Sponsor also understands that the
Student(s) will be subject to the College’s policies regarding academic requirements, attendance and conduct,
the violation of which may prevent the Student(s) from successfully completing the course(s) paid for by the
Sponsor.

Payments made by credit or debit cards are subject to a 2.7% service fee added to the total payment.

Courses: Any requirements regarding which course(s) the Sponsor will authorize payment are between the
Sponsor and the Student(s), not the College. Additionally, if the Student(s) take(s) different courses than those
the Sponsor has agreed to authorize, then the College will invoice the Student(s) for the excess tuition and fees.

The Sponsor’s contact information:

Authorized Contact Name: _____
Billing Address: _____
Phone #: _____ Fax Number: _____
FEIN #: _____



Collection: By signing this Agreement, the Sponsor understands that the College is relying upon the Sponsor’s promise to pay the Student’s/Students’ tuition and fees in order to grant admission to the Student(s) and allow the Student(s) to enroll in its courses. The Sponsor understands that its non-payment of the charges will grant the College the right to pursue a claim for detrimental reliance against it. To the extent allowed by law, the Sponsor further agrees to waive any legal defenses to such claim and to pay any associated collection costs which the College incurs after sixty (60) days from the date of the invoice to the Sponsor.

Termination: Should notice of termination be given by either party to this Agreement, the Student(s) shall be permitted to complete the current semester in which he/she/they is/are enrolled, and the College will not provide a refund to the Sponsor for that semester, unless the parties terminate the Agreement before the end of the add/drop period for the semester. However, even if the Agreement is terminated prior to the end of the add/drop period for a semester, the Student(s) may remain enrolled if he/she/they pay(s) for his/her/their own tuition for that semester.

Termination of this Agreement may be effected by either party, so long as notice of termination is sent in writing to the other party’s addresses given below:

Notice of termination to the Sponsor shall be directed to:

Notice of termination to the College shall be directed to:

Deidre Wolfe
Business Manager
1000 Dabney Drive
Clifton Forge, VA 24422

Governing Law: This agreement shall be governed by the laws of the Commonwealth of Virginia.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed on the day, month, and year as written above:

Sponsor Name

Dabney S. Lancaster Community College

By: _____
Authorized Officer

By: _____

Authorized Officer’s Printed Name

Title: Business Manager

Date: _____

Date: _____

The parties agree that this agreement may be electronically signed. The parties agree that the electronic signatures appearing on this agreement are the same as handwritten signatures for the purpose of validity, enforceability, and admissibility.