

Bookstore Account Activation Agreement



I authorize Antioch University Seattle (“the University”) to establish a bookstore account in my name that will enable me to charge the cost of my textbooks and any required supplies to my student account.

I authorize the University to release pertinent minimum personal and eligibility information to the Antioch University Seattle Bookstore (“the Bookstore”), managed by Follett Higher Education Group, that will enable activation of a bookstore account in my name and assist bookstore personnel in verifying my identity when I make bookstore account purchases.

I understand that the University will automatically establish a bookstore account for me each quarter after I meet one of the following conditions:

- 1) I am registered for the minimum number of credits that qualifies me to receive financial aid and have established certified financial aid that exceeds the total tuition and fee charges on my student account.
- 2) Or, I am registered for classes and have submitted to the Student Accounts Office a third party authorization for bookstore purchases.

Financial Aid Recipients: I understand that the bookstore account limit will be based upon the estimated financial aid funds available to me after tuition and fees are deducted, up to the maximum amount authorized by the University. I understand that I am responsible for knowing my eligibility for financial aid and what tuition and fee charges I have incurred and that I will not hold the University liable for any miscalculation when activating a bookstore account for me that causes an overcharge to my student account. I understand that once my bookstore account is activated, changes in my registration charges or financial aid eligibility or other factors may decrease or cancel the amount available for a bookstore account. I understand that in all cases I am responsible for paying all charges on my student account. I authorize the use of my pending Title IV federal financial aid to pay the cost of textbook and required supplies charges to my bookstore account.

All Account Holders: I understand that all bookstore account charges incurred by me will be transferred to my student account and that payment of my student account is subject to the payment policies of the University. I understand that late payment fees may be added to my student account for each month it remains unpaid, and that if my student account remains unpaid for 120 days, it will be subject to collections actions. I understand that all costs, fees and expenses (including but not limited to collection agency fees, reasonable attorney fees, court costs and other out-of-pocket expenses) incurred by Antioch in attempting to collect the debt will be added to my account balance.

I understand that I may cancel this agreement at any time by providing written instructions to the Student Accounts Office. I understand that the University may cancel this agreement at any time there is a change to my eligibility, my enrollment terminates due to graduation or withdrawal from the university, or for any other reason it deems necessary to protect my interests or those of the University. I understand that the University reserves the right to change the terms of this program at any time without prior notice.

I have read and understand this agreement.

Student Signature

Date

Printed Name

Student ID number

___ (check if applicable) I am a student in a BA program.

Return this completed agreement to:

Antioch University Seattle
Attn Student Accounts
2326 Sixth Ave.
Seattle WA 98121-1814

Fax to (206) 268 4242

Scan and email to:
studentaccounts@antiochsea.edu