



Sponsorship Billing Authorization Form

Send completed form to reginfo@ufv.ca

Sponsor Information

Sponsor name: _____

Contact name: _____

Address: _____ City/Province: _____ Postal code: _____

Phone number: _____ Fax number: _____

Email: _____

**Invoices will be emailed to this address*

Student Information

Last name: _____ First name: _____

Student number: _____ Date of birth: _____

Program name: _____

**Please note a [privacy release](#) is required to discuss any information regarding the student account*

Coverage of Sponsorship

Start date: _____ End date: _____

Indicate the fees covered with a checkmark (and maximum amount if applicable):

Tuition & mandatory
student fees

_____ Fall (Sep – Dec)

_____ Winter (Jan – Apr)

_____ Summer (May – Aug)

_____ Trades (Aug – Jul)

Note any exclusions: _____

Health & dental plan ☐ Yes ☐ No

**Please note students who have equivalent health and benefits may [opt out](#)*

Select optional fees: ☐ Application fee ☐ Transcript fee ☐ Graduation fee

_____ Textbooks

_____ Supplies

_____ Other

Authorization

I authorize the University of the Fraser Valley to invoice for the charges outlined:

Authorized name and title: _____

Signature: _____ Date: _____

Please see the [Fees and Payments](#) for the student fees details and tuition due dates

Sponsorship Terms and Conditions

- Employers, First Nations, Government Agencies, other educational institutions and charitable organizations are examples of third-party sponsors.
 - Family members (i.e. parents, grandparents, etc.) are not considered to be sponsors.
- To sponsor a student for a Continuing Education class, please visit the [School of Continuing Education](#) for sponsorship information.
- It is the student's responsibility to inform the sponsor if they withdraw, are required to withdraw, or take a leave of absence. The university will not notify the sponsor if the student stops attending.
 - If you, as the sponsor, require a list of courses the student is registered in, please ask the student to log into [myUFV](#) to retrieve their course information for the semester.
- All billing will be in Canadian funds. Payments must be made within 30 days of billing. If you have any questions about sponsorship billing, please contact Accounts Receivable | acctsreceivable@ufv.ca.