

STUDENT INSTALLMENT PAYMENT PLAN APPLICATION FORM			
SN:			
Full Name:			
Student Number:			
RULES:			
1.	. The Installment payment plan is open to students, (as defined in the Procedure) who must be enrolled full- time in a QF educational program for the entire academic year.		
2.	All previous semester balances must first be paid in full/ included in the payment plan in order to participate in the Installment Payment Plan		
3.	B. The Installment payment plan provides for three equal installments in the semester Payments must be made by post-dated checks from local Qatari bank		
4.	In the event of a post-dated check is being returned or dishonoured by the bank for insufficient funds full outstanding amount due from the student becomes payable immediately and QF Finance has the right to follow any legal procedure required after notifying the check Guardian		
5.	5. The Installment payment plan must be endorsed by the QF Educational Institution or Branch Campus		
6.	6. Final approval of all payment plans will be in accordance with the Procedure		
7.	 Financial Aid, Scholarships & Third Party Awards (Tuition assistance will reduce the student's balance for the semester). These payments do not count as installment payments. 		
8.	3. A copy of any awards such as financial aid, scholarship etc must be attached to the application		
9.	 The Financial Holds on default accounts can be released with immediate effect upon receiving the payment and the checks if no outstanding for previous 		
APPLICATION FOR:			
Tuition Fees:			
Housing Fees:			
Total outstanding:			
Less Awards (Financial Aid/ Scholarship)			
Balance Due:			
As of date:			
Remarks:			
BUSINESS JUSTIFICATION:			
Last payment received (Date)			
Graduation (month/year)			
Is the student account on hold (Yes/No)?			
Number of installments applied for:			
Amount on Post-dated checks:			
Date of Post-dated checks:			
AUTHORIZATIONS/ APPROVALS			
I agree and adhere to the rules and regulations as stated by Qatar Foundation			

Document ID: QF-FD-TR-FO-001 Rev.01



Student:	
Guardian:	
Guardian email:	
Guardian mobile:	
QF Finance Proposed By:	
QF Finance Reviewed By:	
QF Finance Approved By:	