

# Nunez Community College Credit Card Authorization Form

Student's Name: \_\_\_\_\_

Last 4 digits of the Student's Social Security Number: \_\_\_\_\_

Student's Date of Birth: \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_ Transcript Fee (\$3.00 per transcript)

\_\_\_\_\_ Application Fee (\$10.00)

\_\_\_\_\_ Graduation Fee (\$50 for participants, \$25 for non-participants)

\_\_\_\_\_ Other (Please specify) \_\_\_\_\_

### Instructions for the Use of this Form:

- This completed form must be submitted to the Bursar's Office by mail, in person, Faxed to 504-278-7301, or scanned/emailed to [eschwartz@nunez.edu](mailto:eschwartz@nunez.edu).
- Also submit the completed Request for Transcript Form or Application for Admissions to the Bursar's Office.
- **If the Cardholder is the student**, a copy of the Student's driver's license or state ID must be provided.
- **If the Cardholder is NOT the student**, a copy of the Cardholder's pictured ID must be provided with this form **AND** a copy of the Student's ID must be provided with the transcript Request Form or Application for Admissions.
- **Do not submit this credit card authorization to Student Affairs**; only the Bursar may accept this authorization.

Please copy the Cardholder's driver's license or state ID here.

**Payment Method**       MasterCard     VISA

Please Note: There may be a delay in the processing of your credit card payment.

Name as it appears on

Card: \_\_\_\_\_

Card number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_      Last 3 digits from back of card: \_\_\_\_\_

Amount to be charged: \_\_\_\_\_

Billing Address: \_\_\_\_\_

I hereby agree to pay the sum set forth above to the bank that issues my card in accordance with the terms of the credit card for the purchase of goods and services

Signature \_\_\_\_\_

Date \_\_\_\_\_