

## Company Billing Form

Due to a change in policy, the Business Office will no longer be able to give billing invoices for employers to students. All invoices for employers will go directly to the company via fax or mail. Complete the form below and the Business Office will mail or fax a detailed print out of your student bill within 48 hours.

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### Student Information

Name: \_\_\_\_\_ Student ID \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_ Term to be invoiced: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_

Did you receive any financial aid for the term to be invoiced? Yes \_\_\_\_ No \_\_\_\_

Will your company need a grade report? Yes \_\_\_\_ No \_\_\_\_

Any additional comments or information needed: \_\_\_\_\_

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### Company Information

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_

Attention To: \_\_\_\_\_ Fax # \_\_\_\_\_

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By signing this billing form, you are giving Calumet College of St. Joseph permission to release billing, payment and financial aid information to the company listed above.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business Office Signature

\_\_\_\_\_  
Date Processed