University of Windsor

Student Accounts SA02

Sponsor Authorization to Invoice Form

Purpose: For students with approved sponsors to authorize the university to submit financial information directly to the sponsor.

Complete and return to: **University of Windsor, Cashiers Office, 401 Sunset Ave, Windsor, ON, N9B 3P4**
Email: sponsor@uwindsor.ca

(Via only one method)

* Required Fields

Student Name*: _____ Student Number*: _____

Sponsor Number*: _____

If you do not have a sponsor number go to www.uwindsor.ca/sponsor and complete the Sponsor Approval Request Form.

Sponsor Name*: _____

Sponsor Address: _____

Reference Number: _____

Contact/Counsellor Name: _____ Contact/Counsellor Phone #: _____

Last Term Sponsored*: _____

Amount Sponsored*:
(check all that apply)

- ☐ All Fees
- ☐ Tuition and Incidentals Only
- ☐ Tuition and Incidental and Drug and Dental Plan
- ☐ Maximum Amount $_____
  Select one: ◯ per term ◯ per year ◯ duration of sponsorship
- ☐ Residence/Meal Plan
  select one: ◯ In full
  ◯ Max Amount $_____

Other fees Covered:

☐ Transcipts ☐ Library Fines ☐ Parking Fines ☐ Graduation Application ☐ Parking Fines ☐ Fax/Scan/Postage

☐ Missed Medical Appointments (Note: Contact the Bookstore directly if books are being covered.)

Note: Payment is due upon receipt of Invoice. Any fees that are not to be covered by you will be the responsibility of the student. If you do not pay the invoice the student will be required to pay the balance and/or will not be allowed to register in future terms or receive transcripts until the balance is paid in full. The University of Windsor reserves the right to cancel your sponsorship at our discretion. Please submit completed form to sponsor@uwindsor.ca

Office Use Only: Date Received _____ SIS Updated _____