



# act ♦ rgv Internship Payment Agreement

Date \_\_\_\_\_ Employing District \_\_\_\_\_

Intern Name \_\_\_\_\_ SSN \_\_\_\_\_

Field Supervisor \_\_\_\_\_

As an **act.rgv** Intern, I understand I have financial obligations in regard to certification and program completion. *(Please initial beside each statement)*

\_\_\_\_\_ I understand that once I begin an Internship, I am responsible for all program fees outlined in the program information.

\_\_\_\_\_ I understand that in order to become recommended for certification at the end of the Internship, I must have paid all outstanding fees related to the certification program.

\_\_\_\_\_ I understand that **act♦rgv** will pay my Mentor's stipend at the end of my Internship.

## PLEASE SELECT ONE OF THE FOLLOWING OPTIONS FOR PAYMENT OF INTERNSHIP FEES BY INITIALING BESIDE THE OPTION YOU CHOOSE:

\_\_\_\_\_ I agree to pay my **act♦rgv** Internship fee by utilizing the bank draft option as outlined on the following page. The first draft will occur on the first of the month following my first district paycheck. Fees will be drafted from my banking account for 10 consecutive months until the Internship fee has been paid in full. If there are insufficient funds in my bank account at the time of the draft, I will be charged a \$25 NSF fee and my account will be redrafted. A second instance of inadequate funds will require me to pay **act♦rgv** cash for the amount owed.

\_\_\_\_\_ I agree to pay my **act♦rgv** Internship fee by using the credit card, check, or cash option.

Payment will be by

Credit card

Check

Cash

The Internship fee may be paid in full the first month of employment or may be paid in two equal payments the first and second semesters of employment. Additionally, 10 equal monthly payments may be made beginning the first of the month following my first district paycheck until the Internship fee has been paid in full. If there are insufficient funds in my bank account (credit card or check options), I will be charged a \$25 NSF fee and I must resubmit my payment. A second instance of inadequate funds will require me to pay **act♦rgv** cash for the amount owed.

\_\_\_\_\_ I will pay the Internship fee in full (in one payment), or

\_\_\_\_\_ I will pay the Internship fee in two equal payments, or

\_\_\_\_\_ I will pay the Internship fee in ten equal payments.