



# Renton Technical College

3000 NE 4<sup>th</sup> Street, Renton, WA 98056 | [www.rtc.edu](http://www.rtc.edu)

## Summer STEPP ENROLLMENT FORM

Student Name \_\_\_\_\_

Student ID Number \_\_\_\_\_ Phone \_\_\_\_\_

Student Address \_\_\_\_\_

Street

City

State

Zip

Estimated Summer Tuition \$ \_\_\_\_\_ Estimated # of Credits \_\_\_\_\_

### STEPP PAYMENT ESTIMATE:

#### Summer Qtr.

1<sup>st</sup> Payment (50%) - Due at time of registration \$ \_\_\_\_\_  
(Plus \$25 non-refundable STEPP Enrollment Fee)

2<sup>nd</sup> Payment (50%) – Due July 5th \$ \_\_\_\_\_

**Returned Checks:** May result in: 1) \$30 NSF fee, 2) Withdrawal from all classes and 3) Withdrawal from the STEPP program.

**Dropping or Totally Withdrawing from Classes:** You may still owe tuition! The official college refund policy applies and any tuition balances will be determined based upon the refund period. I agree to contact the Cashier (425-235-2352 X5910) prior to dropping a class or withdrawing completely to determine if I have a balance owing.

All Tuition and Fees must be paid in full by the final payment date. Failure to meet this requirement may result in the cancellation of enrollment status and withdrawal from all classes. Your acceptance of the terms of this agreement authorizes the College to take these actions for non-payment.

- Once you enroll in STEPP, you may find you have to add or drop credits; please contact the Cashier’s Office to have your STEPP payment plan adjusted for any revision to your original credit load. Any classes added will be put under STEPP; if you do not want this option, you will need to pay for the added classes in full within two business days of the change.
- Please ensure that your address, phone number and email address are current on OASIS:  
<https://www.rtc.ctc.edu/stuaddr/waci203.html>.

**YOU MUST CALL OR COME TO THE CASHIER WINDOW TO MAKE PAYMENTS. PAYMENTS ARE NOT MADE WITHOUT AUTHORIZATION FROM STUDENT.**

By my signature I certify that I agree to the terms and conditions outlined above for STEPP enrollment.

Student’s Signature \_\_\_\_\_ Date: \_\_\_\_\_