

TODAY'S DATE: _____

EMPLOYEE ID EMPLOYEE NAME SEMESTER/YEAR

GENERAL COURSE INFORMATON

University/Institution: _____ Degree/Certificate: _____

Course Numbers and Titles:

1. _____ **Course Completed:** Yes No

2. _____ **Course Completed:** Yes No

| | COURSE 1 | COURSE 2 | |
|--|------------|------------|--------------------|
| Tuition | \$ _____ | \$ _____ | |
| Registration | \$ _____ | \$ _____ | |
| Lab Fees | \$ _____ | \$ _____ | |
| Required Text/Materials | \$ _____ | \$ _____ | |
| Other Mandatory Fees (specify type of fee next line) | \$ _____ | \$ _____ | |
| _____ | | | GRAND TOTAL |
| TOTAL | \$ _____ - | \$ _____ - | \$ _____ - |

ADVANCE PAYMENT AMOUNT: \$ _____

CHECK #: _____

DATE: _____

BALANCE DUE: \$ _____ -

DUE TO: Employee Kepler

SPECIAL COMMENTS:

FOR OFFICE USE ONLY

Balance due to EMPLOYEE: \$ _____ **PAID ON:** _____ **CHECK #:** _____

Balance due to KEPLER: \$ _____ **REC'D ON:** _____ **CHECK #:** _____

CHECK AMOUNT: \$ _____