

Employer payment options with **Personalized Learning**

OPTION ONE: Reimbursement

The student has the option to pay for the subscription in full with personal funds, then seek reimbursement from his or her employer. Students may request an invoice to be submitted to the employer upon completion of lessons.

OPTION TWO: Third-Party Billing Plan

Third-party billing is processed on a per student basis. The student must submit required documentation of the employer's intent to pay prior to the start of his or her Personalized Learning subscription. This documentation serves as a contract between the student's employer and NAU.

Documentation must meet the following requirements:

- **Full Payment Plan:** The provided documentation must demonstrate intent to pay for a subscription period in full (\$2,500 for a six-month subscription).
- **Partial Payment Plan:** The provided documentation must demonstrate intent to pay a specific amount during the student's subscription period. The student must pay the remaining outstanding balance prior to starting the subscription.
- Documentation cannot address conditions regarding the student's grades, specific courses or other requirements on student enrollment or performance beyond enrollment in Personalized Learning.
- Unpaid contracts are the responsibility of the student. Contact Personalized Learning for employer payment options for two or more employees.

QUESTIONS? CONTACT:

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