



**FLORIDA PREPAID TUITION PLAN PROCEDURES  
FALL SEMESTER 2009**

At UCF the Student Accounts Office, which is located in Millican Hall, Room 107 administers the Florida Prepaid Tuition Plan (FPTP). The Student Accounts Office is open from 8:30 AM to 5:30 PM on Monday and Thursday, and from 8:30 AM to 4:00 PM Tuesday, Wednesday and Friday. Listed below are the processing procedures for FPTP participants:

1. We will automatically defer the maximum amount that can be billed for all participants who are in good standing with FPTP. You are not required to notify the Student Accounts Office that you want to use your prepaid plan. Your deferral and the FPTP payment are limited to the amount of University credits remaining in your prepaid plan, which is reflected on your tuition fee invoice.
2. For Fall 2009, the Standard Plan covers \$97.77 per credit hour. The Local Fee Plan covers an additional \$32.31 per credit hour.

The following fees are not covered by the Standard or Local Fee Florida Prepaid Plan:

<b>Material &amp; Supply Fee</b>	<b>up to \$45.00</b>	<b>As required per course</b>
<b>ID Service &amp; Access Fee</b>	<b>\$ 10.00</b>	<b>Annually</b>
<b>Equipment Fee</b>	<b>up to \$90.00</b>	<b>As required per semester</b>
<b>Distance Learning Fee</b>	<b>\$ 18.00</b>	<b>Per Credit Hour for Web Classes</b>
<b>Technology Fee</b>	<b>\$ 4.42</b>	<b>Per Credit Hour</b>
<b>Transportation Fee</b>	<b>\$ 7.94</b>	<b>Per Credit Hour</b>

The non covered fees are due by the payment deadline of September 4, 2009.

A payment chart is included on page two of this form to assist in determining the amount covered by the Florida Prepaid Standard and Local Fee plans.

3. If for any reason you do not want the University to bill FPTP on your behalf **or** would like to reduce the number of billings hours, please sign and complete the box below, and return this letter to the Student Accounts Office by August 24, 2009. You should also ensure that other arrangements have been made to pay your tuition by the payment deadline dates referred to above. *NOTE: IF YOU ARE NOT REGISTERED AT UCF FOR FALL 2009 SEMESTER, NO ACTION IS NEEDED.*

<b>PLEASE ADJUST MY FLORIDA PREPAID BILLING HOURS ON MY BEHALF FOR FALL 2009 SEMESTER.</b>			
_____	_____	_____	_____
Student Signature	Print Name	PID	# BILLING HOURS

Should you have any questions concerning UCF procedures, please come by Student Accounts, Room 107, Millican Hall. Should you have any questions regarding the administration of your Florida Prepaid Tuition Plan, please contact a program representative at 1-800-552-GRAD.

**FLORIDA PREPAID COLLEGE PROGRAM  
PAYMENT WORKSHEET - FALL 2009**

Hours Enrolled	Amount Covered by	
	Florida Prepaid <b>Standard Plan*</b>	Florida Prepaid <b>with Local Plan*</b>
1	97.77	130.08
2	195.54	260.16
3	293.31	390.24
4	391.08	520.32
5	488.85	650.40
6	586.62	780.48
7	684.39	910.56
8	782.16	1,040.64
9	879.93	1,170.72
10	977.70	1,300.80
11	1,075.47	1,430.88
12	1,173.24	1,560.96
13	1,271.01	1,691.04
14	1,368.78	1,821.12
15	1,466.55	1,951.20
16	1,564.32	2,081.28
17	1,662.09	2,211.36
18	1,759.86	2,341.44

\*This includes the FPTP Deferral/Payment and adjustment.

To determine your portion of the fees: find the number of hours you are registered for in the Hours column. The next columns indicate the amount of your tuition and fees that will be paid by the Florida Prepaid College Tuition Program depending on your plan, and this amount should be reflected on your Fee invoice as Estimated FL Pre-Paid, which will be deducted from the Total Fee Assessment. You are responsible for the Amount Due on your fee invoice by the fee payment deadline date.

It is your responsibility to check your fee invoice carefully before fees are due. Although great care is used in calculating your fees, payments and aid, occasionally errors appear on the invoice that needs to be corrected. Changes and corrections may be made without notice.

Mail your payment to: **University of Central Florida Cashiers, P.O. Box 160115, Orlando, FL 32816-0115**. Include your Personal Identification Number (PID) on the check. Failure to pay your portion by the payment deadline will result in a late payment fee of \$100.00 and/or may result in cancellation of your classes.