



## Soldiers and Sailors Civil Relief Act Request Form

- 1) I am a member of the U.S. Armed forces and I have been called to active duty as of \_\_\_\_\_
- 2) I have provided the UMSL Student Financial Services Office with a copy of my active duty orders.
- 3) I was not on active duty when I enrolled at UMSL and incurred this debt.
- 4) My active duty deployment is scheduled to end on \_\_\_\_\_ and I understand it is my responsibility to contact the UMSL Student Financial Services Office should my deployment be extended past this date.
- 5) I agree to contact the UMSL Student Financial Services Office within 90 days of my active duty deployment ending to set up a formal repayment agreement on my unpaid balance.
- 6) I am aware that late fees and finances may be accrued on my account after the term of my deployment has ended.
- 7) I understand that failure to make arrangements to pay this balance within 90 days of my active duty deployment ending may result in immediate referral to a collection agency and additional collection fees will be added, which can total as much as 50% of the balance due.
- 8) I understand that this request only pertains to the assessment of finance charges and late fees on my UMSL student account. I am responsible to complete any other withdrawal or petition actions with the appropriate UMSL Office.

By signing below I attest that I am eligible for the Soldiers and Sailors Civil Relief Act and agree to all the statements above.

\_\_\_\_\_  
Name (Please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
UMSL ID or SSN

\_\_\_\_\_  
Date

**Please return completed form along with copy of active duty orders to the UMSL Student Financial Services Office.**

**Email:** cashiers@umsl.edu

**In person:** 327 Millennium Student Center

**Fax:** (314) 516-5302

**Mail:** UMSL Student Financial Services  
327 MSC  
One University Blvd.  
Saint Louis, MO 63123