



**Student Financial Services**

1420 Austin Bluffs Pkwy  
Colorado Springs, Colorado 80918  
(719) 255-3399 Fax: (719) 255-3023  
tuitasst@uccs.edu

## Letter of Authorization-Third Party Sponsorship

This letter of authorization authorizes the University of Colorado to directly bill a sponsor for tuition or related expenses. Please have the sponsor fill this form out in its entirety and fax or mail to the above listed information.

Sponsored student name: \_\_\_\_\_

Sponsored student's ID #: \_\_\_\_\_

Amount of sponsorship or the basis for calculating the award (max \$ amount of award):

\_\_\_\_\_

Type of charges the sponsor will pay for (tuition, fees, on-campus housing, books, parking, etc.)

\_\_\_\_\_

The period of the sponsorship (semester or length of time): \_\_\_\_\_

Sponsor's name and billing address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

A contact name, phone number, and e-mail address: \_\_\_\_\_

\_\_\_\_\_

Any applicable purchase order numbers, work order authorizations or other billing codes:

\_\_\_\_\_

By signing this form you the sponsor commit to pay the above designated charges for the listed student. Please attach an additional page if you require any unique billing requirements or need to include company ID numbers, badge numbers, contract numbers or any other pertinent information.

Signature of the sponsor or other person(s) authorized to make commitments on behalf of the sponsor:

\_ (Signed) \_\_\_\_\_

\_ (Printed) \_\_\_\_\_