

**CREDIT CARD MAIL/TELEPHONE AUTHORIZATION FORM**

To authorize payment by **mail**:

- 1) Complete the student/customer section.
- 2) Sign and date authorization.
- 3) Return authorization to:

Northwestern State University  
 Student Accounts  
 P.O. Box 5669  
 Natchitoches, LA 71497

**STUDENT/CUSTOMER INFORMATION:**

Name: \_\_\_\_\_ CWID: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_ Or: \_\_\_\_\_

Amount of Payment: \$ \_\_\_\_\_

Type of Credit Card: \_\_\_\_\_ VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express \_\_\_\_\_ Discover

Credit Card Number: \_\_\_\_\_ CVV2# \_\_\_\_\_

(Last 3 digits of number on  
back of Visa/MC/Discover)  
(4 digits on front of Am Ex  
Cards)

Expiration Date: \_\_\_\_\_

Cardholder's Name (if different from student): \_\_\_\_\_

Billing Address: \_\_\_\_\_  
(Street)

\_\_\_\_\_  
(City) (St) (Zip)

**I authorize NSU to charge the above payment to my account.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: Payment will not be posted to the above student's NSU account until the VISA, MASTERCARD, DISCOVER or AMERICAN EXPRESS transaction is authorized by the VISA, MASTERCARD, DISCOVER or AMERICAN EXPRESS authorization center. A NSU receipt will be mailed to the cardholder's address at the cardholder's request.

For NSU Use Only:

Authorization Processed By: \_\_\_\_\_  
(NSU Employee)

\_\_\_\_\_  
(Date)