

Colorado Free University Materials Fee Invoice

Instructor Information:

Name: _____

Issue check to: (if different) _____

Address: _____

Class Information

Course Title: _____

Begin Date: _____ End Date: _____

Class Number: _____

Number of students enrolled (off roster): _____

Material fee per student: \$ _____

Total Due: \$ _____

Notice to Instructors

It is your responsibility to invoice Colorado Free University for materials fees due to be paid*
You may submit materials fee invoices at anytime, however failure to attach a materials fee invoice
to your contract instruction invoice will result in materials fees not being paid with your teaching
fees. CFU will not calculate and add your materials fees if not invoiced.

*Only pre-paid materials fees included in class tuition will be reimbursed, refer to your
compensation agreement for details