

## Telephone Usage Application and Agreement Form

### The following is the telephone policy for students:

This is an agreement and understanding of the policy and costs for telephone service to the California Maritime Academy students.

1. All dormitories have dial tone and students will only be billed for long distance calls.
2. An authorization code will be assigned and will enable long distance dialing from any telephone in the dormitories. Sharing of the authorization code is prohibited.
3. Calling card calls must be made by dialing the vendor's 800 number. Incoming collect calls are not allowed.
4. Credit limits of \$250.00 are in effect. If a student wishes to increase his/her credit limit, the request should be submitted, in writing, to the telephone office. When placing long distance phone calls, do not rely on the phone system to monitor your phone usage you will still be responsible for all phone calls over the \$250.00 limit if the phone system fails to disconnect your phone service.
5. Telephone bills will be distributed either by mail or e-mail on a monthly basis, directly to the student. Student payments are due by the 20th of each month. Checks are to be made payable to the California Maritime Academy. They may be placed in the box located at the Cashier's office.
6. A late payment of \$25.00 will be charged for all bills not paid b