



## **Geneva College Student Accounts Payment Policy**

It is the responsibility of all registered students to fully meet their student account payment obligations and due dates, including completion of all necessary documentation for financial aid.

### **Undergraduate Registration:**

Undergraduate students will not be permitted to register for any future semester if they have unpaid charges from the current and or prior semester greater than \$250. A zero student account balance is required from a previous academic year. Students are not considered officially registered until tuition, meals, housing, and all other required fees are paid in full. It is at the discretion of Geneva College to cancel registration for non-payment of a student account balance.

Students are considered fully registered and enrolled once the student account balance is paid in full and cleared by the payment deadline or a student has submitted a financial plan to cover the balance due by the payment deadline. i.e.: enrolled in an official payment plan; certified VA benefits; certified private loan. Past due balances will result in a financial hold on a student account. A financial hold will prevent registration for future semesters or receive the diploma during/after any semester until the student account balance is paid in full.

### **Adult/Graduate Registration:**

Adult/Graduate students will not be permitted to register for any future semester if they have unpaid charges on their student account. Students are not considered officially registered until all charges are paid in full. It is at the discretion of Geneva College to cancel registration for non-payment of a student account balance.

Students are considered fully registered and enrolled once the student account balance is paid in full and cleared by the payment deadline or a student has submitted a financial plan to cover the balance due by the payment deadline. e.g.: enrolled in an official payment plan; certified VA benefits; certified private loan, employer reimbursement program. Past due balances will result in a financial hold on a student account. A financial hold will prevent registration for future semesters, or receive the diploma during/after any semester until the student account balance is paid in full.

**Finance Charge:**

Past due student account balances will be assessed a monthly one percent (1%) finance charge {BA charges only - Not compounded.} Student accounts are considered past due 30 days after the due date. The finance charge plus the delinquent payment amount must be paid in full to stay current at the College. Students with a delinquent account will have a financial hold placed on their account, which prevents a student from any future registration.

**NSF Fee:**

A \$30 fee will be charged to the student account for each check/payment returned by the payee's bank. (example: NSF, incorrect account number, stop payment, etc.)

**Collections/Credit Reporting:**

Within 4 months of exiting the college, students will receive 3 collection letters 30 days apart. Thereafter, outstanding balances may be sent to a third-party collection agency.

Students enrolled in a past-due payment plan who have defaulted on the past-due payment plan may be sent to a third-party collection agency without further communication from the college.

Students who have exited with a past-due balance and do not maintain a current legal address with Geneva College may be sent to a third-party collection agency without further communication from Geneva College.

Students who have exited with an outstanding past-due balance to Geneva College may be subject to legal collection costs, fees, and credit reporting practices.