

# Deferred Tuition Procedure

## I. Application

Tuition, registration fees and required academic fees are due and payable at the time of the student's registration. However, the college shall grant a deferred payment option in emergency situations subject to the approval of the student Application for Deferred Payment. No application for deferred payment will be considered until final registration. Approvals for deferment will be set forth in a contract stipulating the terms of payment and consequences of forfeiture.

## II. Contract

No contracts will be granted for a period more than three weeks following the first day of the semester. Final authority for granting deferred payments rests with the Controller or Assistant Controller. Students with outstanding balances at the end of the three-week period will be administratively withdrawn from classes. The student may appeal the withdrawal decision to the Vice President of Operations. The decision of the Vice President is final.

## III. Defaulting on Payment

No student shall be permitted to graduate or to register for a new semester unless payment of all outstanding fees has been received or has been guaranteed in writing by a financially responsible person or organization.

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**Policy Number:** 06.01.01.01

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[Application for Tuition Deferment and Contract](#)

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