

Payment of Tuition and Fees

Policy Adopted for BUCOM 9/29/2022

Policy Information			
Policy# :	FIN.3010	Reviewed Date(s):	1/96; 8/96; 9/97; 1/06; 7/12; 6/19
Date Created:	August 1, 1995	Revised Date(s):	10/03; 05/15; 6/19
Responsible College Administrator:	VP, Financial & Business Services	President Council Approved Date:	September 23, 2022

1. Purpose

- 1.1. To communicate expectations regarding the financial obligations associated with degree programs.

2. Policy

- 2.1. Baptist Health Sciences University (Baptist University) reserves the right to make changes in costs at the beginning of any term by publication of the new rates for tuition, fees, and room rent three months in advance of the effective date.
- 2.2. Changes in other charges, fees or policies may be made by an announcement one month in advance of the effective date of the change.
- 2.3. All tuition, housing, and other fees must be paid in full during the designated registration days for each term before a student will be officially enrolled in classes. Payment may be made in cash, check, money order, debit or credit cards only.
- 2.4. Payment may be made through installment payments offered to qualified students to help satisfy payment requirements by the appropriate fee payment deadline. A fee will be charged for each late installment payment.
- 2.5. Registration is not complete for financial aid recipients until aid has been awarded and applied to all fees and all debt has been paid in full or an installment payment plan has been executed.
- 2.6. Students with delinquent accounts will be denied registration. A fee will be charged for late registration.
 - 2.6.1. Baptist University will not impose any penalty on covered individuals, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from Veteran Affairs under chapter 31 or 33, Title IV, state, and/or institutional aid.
- 2.7. A late fee may be assessed on covered individuals receiving Title IV, state, and/or institutional aid if delayed disbursement is due to a student not fulfilling aid requirements in a timely manner.
- 2.8. Registration may be subject to deletion and/or a late registration fee if all tuition, fees, and/or fee payment requirements for enrollment are not satisfied by the appropriate fee payment deadline.

3. Definitions

- 3.1. Late installment payment(s) are defined payment(s) not received by the specified due date(s) indicated in the payment plan agreement and promissory note.
- 3.2. Late registration is defined as not completing enrollment through the Registrar during the scheduled registration dates specified on the academic calendar.
- 3.3. A Covered Individual is defined as any individual who is entitled to educational assistance under chapter 31, Vocational Rehabilitation and Employment, chapter 33, Post-9/11 GI Bill benefits, Title IV, state, and/or institutional aid.

4. Procedure

- 4.1. None.

5. Related Information

- 5.1. Installment Payment Plan
- 5.2. Financial Responsibility Statement