



## 7.2 Student Account Fee Payment Deferral

### Policy Statement

Tuition and fees may be deferred up to the amount of the aid granted for a specified academic term for students who have an institution administered loan or scholarship in process. Tuition and fees may be deferred up to the amount authorized for a specific academic term for students whose fees are guaranteed and will be paid by an outside agency under a documented agreement with the institution.

### Reason for policy

The BOR has authorized that fee deferments may be granted to certain categories of students who can show a valid need.

### BOR Tuition and Fees

#### Procedures

Calculate deferment dates leading up to semester schedule cancellation. Verify documentation of allowable amounts to be deferred. Process deferment paperwork retaining one copy in the department and providing one copy for the student. Each deferment must be individually authorized by the Student Account Services Department.

### Policy definitions

#### **BOR Tuition and Fee Payment Deferral 7.3.3**

### Responsibilities

**Responsible University Senior Administrator:** Vice President for Finance & Administration

**Responsible University Administrator:** Associate Vice President - Finance Division

**Policy Owner:** Bursar and Treasury Services Division [Bursar@uga.edu](mailto:Bursar@uga.edu)

**Policy Contact:** Nicole Moon [nicole.moon@uga.edu](mailto:nicole.moon@uga.edu)

**Phone Number:** 706-542-2965

### Record Retention

**Retention:** For records related to student account fee payment deferral, including all deferment paperwork and correspondence, retention is five (5) years.

**BOR 0472-06-015**

**Georgia Code:** O.C.G.A. 11-2-725.

### Policy Appendices

BOR Policy Manual Section 7.3.3 Tuition and Fee Payment and Deferral

### Policy Dates

Effective Date:

Date Last Updated: 06/01/2017

Date of Last Review:

Date of Approval:

Previous Version of Policy: