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## 1905 LATE PAYMENT PENALTY

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**Subject: Tuition, Fees and Other Student Charges**  
**Effective: January, 1989**  
**Revised: May, 2018**  
**Reviewed: April, 2018**  
**Responsible Office: SRFS**  
**Approval: Executive Director, SRFS**

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### PURPOSE

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To encourage timely payment of student tuition, fees and other charges.

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### POLICY

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1. The Office of Student Registration & Financial Services is responsible for the assessment of a late payment penalty on a past due student balance.
2. The Executive Director for Student Registration & Financial Services will establish the rate of the late payment penalty, not to exceed any federal or state maximum.
3. Any waiver of late payment penalties must be in accordance with guidelines established by the Office of Student Registration & Financial Services.