

FLORIDA	OFFICIAL
POLYTECHNIC	UNIVERSITY
UNIVERSITY	POLICY

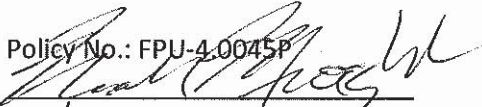

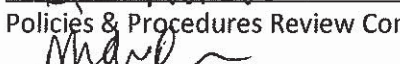
Subject/Title: Student Financial Responsibility Statement
FPU Policy Number: FPU-4.0045P
<input type="checkbox"/> New Policy <input checked="" type="checkbox"/> Major Revision of Policy <input type="checkbox"/> Minor Technical Revision of Policy
Date First Adopted: June 24, 2016
Date Revised: March 14, 2017
Responsible Division/Department: Finance & Planning
Initiating Authority: Mark Mroczkowski, Vice President and Chief Financial Officer

A. APPLICABILITY/ACCOUNTABILITY:

This policy is applicable to all students registering for courses at the University.

B. POLICY STATEMENT:

Prior to registering for courses each semester, a student must sign a Student Financial Responsibility Statement for tuition, fees, and other charges advanced in connection with enrollment and/or attendance at the University. The Student Financial Responsibility Statement is a promissory note and is a legal document that binds the student to the payment obligations and other terms and conditions associated with the accrual of University charges.

POLICY APPROVAL	
Policy No.: FPU-4.0045P	
 Initiating Authority	<u>3/13/17</u> Date
 Policies & Procedures Review Committee Chair	<u>3-13-17</u> Date
 President/Designee	<u>3/14/17</u> Date
Approved by FPU BOT, if required	 Date

FLORIDA POLYTECHNIC UNIVERSITY
STUDENT FINANCIAL RESPONSIBILITY STATEMENT
Agreement and Promise to Pay

PAYMENT OF FEES/PROMISE TO PAY:

By signing this Agreement and Promise to Pay, I am undertaking a legal obligation to pay for tuition, fees, and other charges assessed in connection with my enrollment and/or attendance at Florida Polytechnic University (the "University").

I promise to pay to the University:

- The amount of any funds received by me as an overpayment or loan;
- Any deficiency in tuition, fees or other University charges that results from negative financial reversals or non-payment of loans or advances from federal, state, institutional, or other third party providers;
- Any fees associated with the processing of a third party payment on my behalf; and
- All collection fees, including penalties, late fees, attorney's fees, and court costs, which may add a maximum of 33 1/3% to the balance of my indebtedness.

I understand that when I register for any course at the University or receive any service from the University, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services.

I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which the University is providing me any services received in connection to my enrollment at the University or deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date.

I understand that if I do not officially drop a course during the University's add/drop period or withdraw from a course or the University before the Withdraw with no Fee Liability Deadline, I am responsible for paying for the courses. Please see the following University policies for more information:

- FPU-5.01032AP Student Withdrawal from the University
- FPU-5.01033AP Student Withdrawal for Mitigating Circumstances
- FPU-5.01034AP Student Withdrawal From a Course
- FPU-5.0101AP Course Drop/Add

If my student account becomes delinquent, I understand that I will not be allowed to register for the next semester or receive transcripts, and, if I am a graduating student, I will not receive a diploma until my account is paid in full.

I understand and accept that if I fail to pay my student account bill or any monies due and owing Florida Polytechnic University by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, Florida Polytechnic University may refer my delinquent account to a collection agency. I further understand that I am responsible for paying the collection agency fee which may be based on a percentage at a maximum of 33 1/3 percent of my delinquent account, together with all costs and expenses, including reasonable attorney's fees, necessary for the collection of my delinquent account.

I understand that any uncollected debt I owe may be reported by the University or its agent to a credit reporting agency and that such reporting may negatively impact my ability to obtain credit.

COMMUNICATION AND CONTACT INFORMATION

The Bursar's Office communicates all financial account information via electronic services using online secured portal and may send me important notices via my University student e-mail account. I agree that I will review my student account history available on the Student Portal prior to registering for classes and before the tuition payment deadline each semester. Deadlines and policy information are available at floridapolytechnic.org

I acknowledge that it is my responsibility to review my student account status and University student email account weekly. I understand and agree that I am responsible for keeping university records up to date with my current physical addresses, email addresses, and phone numbers. Upon leaving the University for any reason, it is my responsibility to provide the University with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to the University.

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The Bursar's Office provides account information electronically for the following categories, and more:

- Account History
- IRS Tax Form 1098-T
- Direct Deposit Authorization Form

I acknowledge that I will receive an e-mail notification to my University student e-mail account when the student account has a balance due. It is my responsibility to review my student account and make payment by the published deadline. I acknowledge that if I have not paid my fees or made payment arrangements prior to the tuition payment deadline I will be charged a \$100 late payment fee.

I authorize the University, and its agents and contractors attempting to collect any debt I owe to the University to utilize all contact information I have provided to the University, including, but not limited to cell phone numbers and email addresses. I authorize the University, and such agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cell phone by submitting my request in writing to the Bursar's office or in writing to the applicable contractor or agent contacting me on behalf of the University.

This Agreement and Promise to Pay is governed by the laws of the State of Florida. Any suit, action or proceeding arising in connection with this Agreement must be brought in the circuit or county courts of Polk County, Florida. No delay or failure by either party to exercise or enforce any right or provision of this Agreement will be considered a waiver thereof.

I acknowledge and agree that this Agreement and Promise to Pay is a promissory note, a legal debt instrument giving Florida Polytechnic University the right to take legal action to collect the debt I have promised to pay. I waive any defense to enforcement of this promissory note, including, but not limited to any defense that it invalid or unenforceable due to its contingent nature and the method of its execution.

Signature

Date