

Deferred Payment Plan Policy

All students are eligible for the deferred payment plan during the fall, spring, and summer semesters. Students who request this service will be charged a \$20 non-refundable, non-deferrable fee at the time of registration.

The plan in the fall and spring allows students to make payments in five installments as follows:

- 20% at the time of registration and \$20 deferred payment plan fee
- 20% on or before the first day of September for the fall semester and February for the spring semester
- 20% on or before the first day of October for the fall semester and March for the spring semester
- 20% on or before the first day of November for the fall semester and April for the spring semester
- 20% on or before the first day of December for the fall semester and May for the spring semester

The plan in the summer allows students to make payment in two installments as follows:

- 50% at the time of registration and \$20 deferred payment plan fee
- 50% on or before the first day of July

Payments can be made via the Internet by credit or debit card. Cash, personal or cashier's check, and money order payments are to be made at or mailed to the Business Office. Installments or delinquent balances not paid by the due date may be assessed a \$25 late payment charge.

Any outstanding balance on a student's account including deferred fees becomes due at the time the student requests to resign from Bossier Parish Community College. Students **MUST** pay this financial obligation before resigning.

Bossier Parish Community College may assign all unpaid accounts with balances \$25 and over to a collection agency unless other arrangements are made with the Collections Manager. Students are liable for all associated attorney and collection costs.

In addition to the College's collection efforts, students with financial obligations (deferred fees, NSF checks, library fines, parking tickets, etc.) to the College will not be able to obtain grades, transcripts, diplomas, etc., during the current or any future semester until the obligation has been paid in full. Also, students will not be permitted to register for a future semester until the

previous obligation has been satisfied unless special permission is received from the Vice-Chancellor for Finance and Administration or his designee.

If a student does not select the deferred payment plan online and does at the Business Office window, the student must be given a copy of the agreement and we must retain a SIGNED copy of the agreement.