



UNIVERSITY
of HAWAII
SYSTEM

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Attachment A Recommendation
Attachment B Blue Ribbon Committee Members

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Tuition and Fees Payment Plan

Tuition and fees payments are required by 4:00 pm on the last business day prior to the start of the semester, or enrollment in the payment plan (5 month payment plan and student has the ability to join anytime).

At the time of registration, students will be required to indicate how they will make payment. Option will include:

- I will enroll in the payment plan
- I am receiving Financial Aid
- I will pay by (date: last business day before semester starts)
- I will be paying using VA benefits

If a student has not paid by the payment due date, their account is considered delinquent. Consequences for delinquency begins the day after the last day to withdraw without a "W". The consequence will be a Financial Obligation hold. This will mean no future registration and the inability to request transcripts until the obligation has been met. The threshold for delinquency will be set at a specified dollar amount (currently considering \$200) and will be managed via a new Administrative Procedure.

Once a financial obligation is placed on a student record, campuses can begin working with students to get them to pay before the next registration begins.

For students on the payment plan, if the last scheduled payment does not process (expired card, insufficient funds, etc.) and they are registered



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Payment plans due a specific date each month per semester (i.e. 15th). If payment plan payment is rejected, student is contacted and provided an opportunity to correct.

Fall Disenrollment for Non-Payment

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| April | students begin registering for fall semester
students can pay, acknowledge payment date, or sign up for payment plan |
| July | 1 st installment of payment plan |
| Aug | 2 nd installment of payment plan |
| Aug | Payment Due - Friday, 4:00 pm prior to start of Fall semester |
| Sept | 3 rd installment of payment plan |
| Sept | Day after Last day to withdraw without a "W"
if a student hasn't paid in full, or their payment plan payment is rejected, FO hold placed <ul style="list-style-type: none">- no ability to register in Nov for Spring unless this is cleared- provides campuses time to work with student to pay or enroll in payment plan |
| Oct | 4 th installment of payment plan |
| Nov | 5 th installment of payment plan |
| Nov | day after last payment plan due date: if payment plan payment is rejected, and student has enrolled for Spring semester, identified to be disenrolled |
| Dec. 1 | All students who have financial obligations greater than \$200 and have registered for Spring semester will be disenrolled from spring courses. |

Spring Disenrollment for Non-Payment Schedule

- Nov students begin registering for spring semester
students can pay, acknowledge payment date, or sign up for payment plan
- Dec 1st installment of payment plan
- Jan Payment Due - Friday, 4:00 pm prior to start of Spring semester
- Jan

