

 Methodist College UnityPoint Health	Page # 1 of 1	Section: A	Policy #: A-30
	Approval: <i>D. K. P. A. J.</i>		Date: 08/15 Review by: 08/18
	Date Revised: 08/15; 11/13; 4/12		
	Policy/Revision Submitted by: Tim Dietz		
SUBJECT: Payment Extension Policy			

I. POLICY:
Payment Extension Policy

II. GENERAL INFORMATION:

Payments are due as outlined in the Tuition and Billing Policies and Procedures section of the Student Handbook. Payment extensions must be applied for using the Extended Payment Agreement form. This form must be submitted to the Bursar's office prior to the last payment due date of the given semester (failure to do so will result in a \$50 late fee). All extensions will be evaluated by the business office on an individual basis. The student will be notified via email of the approval or denial of the payment extension.

Failure to comply with approved Extended Payment Agreement will result in additional late fees, the student's account being turned over to collections, and/or a block of the registration for subsequent semesters. All payment agreements will be kept for one (1) calendar year.