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Tuition and Fee Collections Information
 Spring Semester, 2008

February 4, 2008

Dear Florida Atlantic University Student:

We would like to take a moment to pass along some important information to you regarding your tuition and fee payments that includes pertinent timeframes, calendar dates, and collection agency details.

Below is a semester schedule reflecting critical dates and corresponding information with which you should become familiar. While we are already well into the semester and some dates have passed, we feel it important to provide you with a complete timeframe for payments, late fees/penalties, and credit bureau intervention.

Classes Begin	January 5
Drop/add deadline	January 16
Final day to pay tuition/fees without late fees attached	January 17
Final day to withdraw completely and receive a 25% refund	February 4
Last day of Spring semester	May 2
Accounts sent to collection agency if balances remain	May 19
Collection Agency sends accounts to a credit bureau – (could affect your credit rating).	August 19

As you can see, payments made after January 17 are assessed late fees. After May 19th all accounts with past due balances will be turned over to a collection agency. The collection agency will process the student account on behalf of FAU and collect the past-due balance; please note that once a student account is placed with a collection agency, the account will be assessed significant collection costs (determined by the collection agency and up to 33.33% percent of the balance due). Most important to note is that the collection agency will submit the delinquent account to the three (3) major credit bureaus credit bureaus: Equifax, Experian, and Transunion. Please be advised that once an account is submitted to a major credit bureau your overall credit rating may be adversely affected.

Finally a “hold” will be placed on a student’s account once it is transferred to a collection agency. This means that until these balances are paid in full you will be prevented from future registration, receipt of official transcripts and access to grades. Your full balance must be paid in order to resume normal university activities.

We hope you find this information helpful to you as you plan for your financial obligations over the coming months. If you have any questions, please feel free to email us at Student.Collections@fau.edu. We wish you much success this semester.

Sincerely,

Stacey Semmel, CPA, CBM
 Assistant Vice President for Financial Affairs and University Controller