

Austin Peay State
University

Eligibility/Commitment of Financial Aid: Enrollment and Payment of Student Fees

POLICIES

Issued: ~~March 8, 2017~~ October 19, 2021

Responsible ~~Provost and Senior Vice President for Academic~~

Official: ~~Affairs~~ Finance and Administration

Responsible

Office: ~~Enrollment Management~~ Student Account Services

Policy Statement

It is the policy of Austin Peay State University ~~to offer financial aid and student scholarships to students who are eligible.~~ To establish the process for payment of student fees and enrollment of students.

Purpose

~~This policy covers the establishment of and participation in student scholarships and financial aid programs by the university.~~ The purpose of this policy is to establish payment of student fees, all assessed tuition, and room and board and enrollment of students.

Procedures

1. An applicant for admission to Austin Peay State University will be considered and counted as a student when all assessed fees, to include housing and meals, have been paid, ~~deferred in cash,~~ or when an acceptable installment plan or commitment from an agency or organization approved by the institution has been received, ~~by the institution.~~
2. When an applicant makes tenders payment of fees by means of a personal check, the applicant may be considered and counted as a student, provided that when a check is subsequently dishonored and returned, unless the student then pays the fees ~~in cash,~~ the student shall not be considered as enrolled for that term.
3. An acceptable commitment from an agency or organization shall be limited to a commitment that identifies the applicant

and promises to pay all unpaid assessed fees for such applicant.

4. Agencies or organizations which may be approved by the institution for purposes of making acceptable commitments for applicants shall be limited to agencies of the federal or state governments authorized to provide financial aid, established financial institutions within the state, established in-state or out-of-state corporations which employ the applicant, foreign embassies and foreign corporations, and other organizations within the state which have previously demonstrated the ability to pay the commitment. No commitments from individuals will be accepted on behalf of applicants.
5. ~~This policy shall not affect enrollment of students pursuant to the Perkins Student Loan Program, The Education Opportunity Grants Programs, the Vocational Rehabilitation Program, the Tennessee Student Assistance Corporation Programs, or any federal or other state financial aid programs which commit funds for the payment of all unpaid fees of eligible students, provided that the applicant has been approved for aid pursuant to such a program, and provided further that grants pursuant to the Educational Opportunity Grants Programs shall first be applied to pay all assessed fees.~~ All ~~state~~ financial aid granted to a student shall be applied to pay maintenance fees or tuition, student dormitory or residence hall rental, board, and other assessed fees before any excess may be distributed to the student.
6. All assessed fees shall include maintenance fees, tuition, debt service fees, service charges, and any other incidental fees assessed at the time of registration, and shall include any and all assessed fees outstanding from prior enrollment at the institution by an applicant. All fees shall be assessed and payable at the time of registration. ~~Otherwise, assessed fees shall include the first periodic payment of rental and board fees in advance.~~
7. ~~Assessed fees for student residence hall units may be payable on a monthly basis in advance in accordance with the provisions of an optional monthly payment plan which shall be established by each institution in accordance with the provisions of the policy on student residence regulations and agreements.~~

78. No applicant will be considered for ~~admission~~-enrollment as a student until all due and payable outstanding fees and charges from prior terms, of whatever nature, have been paid by the applicant. There may be exceptions as allowable by federal, state, or other entities, or by the President.

8. Austin Peay State University is authorized, subject to approval by the Board of Trustees, to establish charges for late registration and/or checks that are returned dishonored, and such charges shall become assessed fees for purposes of admission.:-

9. The President has the authority to approve exceptions to this policy in instances of unusual circumstances. All such actions should be properly documented for auditing purposes or as needed.

Revision Dates

APSU Policy 2:036 – Rev.: October 19, 2021

APSU Policy 2:036 (previously 3:007) – Rev.: March 8, 2017

APSU Policy 2:036 – Rev.: August 1, 1992

APSU Policy 2:036 – Issued: August 29, 1988

Subject Areas:

| Academic | Finance | General | Human Resources | Information Technology | Student Affairs |
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| <input checked="" type="checkbox"/> | <u>x</u> | | | | |

Approved

President: signature on file