

## **Financial Responsibility**

**Approved by University Council July 8, 1992**

Students are to meet financial responsibilities to the university. Writing checks on accounts with insufficient funds and failure to meet all financial obligations are considered a lack of financial responsibility.

Students forfeit check writing and cashing privileges for the balance of the academic year if they write two bad checks (unless due to bank error) to the university for tuition and fees, to the university offices for payment of other university obligations or for check cashing purposes.

Students who have written a bad check to the university (unless due to bank error) will be assessed a \$20 service charge. It is the responsibility of students to present evidence of bank error. Encumbrances and returned checks must be cleared by cash or cashier's check. Returned checks will not be re-deposited. The university will not accept two-party checks for payment or check cashing privileges.

Students must be in good financial standing with the university at all times. Failure to meet financial responsibilities to the university may subject student to withdrawal and disqualification for registration for a subsequent term. Transcripts will not be given to or on behalf of students until all financial responsibilities have been met. Failure in clearing outstanding debts could result in the debt being placed for collection procedure, and reported to the Credit Bureau of Greater Houston.