

Acceptance of Financial Responsibility Agreement

I understand that when I register for any class at Jefferson Community College or receive any service from Jefferson Community College, I accept full responsibility to pay all tuition, fees, housing charges, meal plan, and other associated cost as a result of my registration and/or receipt of services. I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement in which Jefferson Community College is providing me education services and deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees, housing charges, meal plan charges and other associated costs by the published or assigned due date.

I understand that Jefferson Community College uses a third-party provider to process all credit card and debit card payments. Credit card and debit card payments are assessed a processing fee of 2.85%, which is due at the time of payment. I also understand that I have the option to pay for each semester's balance in full by the published due date or to register for a payment plan which requires a one-time non-refundable fee and down payment at the time of establishing a payment plan.

I understand and agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the College's published tuition schedule which is published at <https://sunyjefferson.edu/costs-aid/tuition-fees.php>. I have read the terms and conditions of the published [tuition refund schedule](#) and understand those terms are incorporated herein by reference. I further understand that my failure to attend class or receive a bill does not absolve me of my financial responsibility as described above.

Financial Aid: I understand that aid described as "estimated" on my Financial Aid Award does not represent actual or guaranteed payments but is an estimate of the aid I may receive if I meet all requirements stipulated by the relevant aid program or programs. If my eligibility for financial aid changes for any reason, I understand that I am responsible for any charges on my account that were previously covered by financial aid and that I am responsible for repaying any credit balances that were refunded to me.

Payment Policy: I understand that Jefferson Community College requires that I either pay in full or establish a payment plan for any portion of my bill that is not covered by secured financial aid or third-party benefits on or before the payment deadline for the semester.

Method of Billing: I understand that Jefferson Community College uses electronic billing (e-bill) as its official billing method, and therefore I am responsible for viewing and paying my student account e-bill according to the College's payment policy. I further understand that failure to review my e-bill does not constitute a valid reason for not paying on time. I also understand that if I fail to receive an e-bill for any reason, I am responsible for logging into my student account and viewing and paying my account balance.

Billing Errors: I understand that administrative, clerical, or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees, and other associated financial obligations assessed as a result of my registration and/or services received at Jefferson Community College.

Changes to Curriculum/ Course Registration:

I understand that changes made to the curriculum or course registration (including but not limited to late submission or evaluation of [Prior Learning](#) transcripts) do not absolve me of my financial responsibility to pay the correct amount of tuition, fees, and other associated financial obligations assessed as a result of my registration and/or services received at Jefferson Community College.

Financial Hold: I understand and agree that if I fail to pay my student account bill or any monies due and owing Jefferson Community College according to the College's payment policy, Jefferson Community College may place a financial hold on my student account, preventing me from registering for future classes, or receiving my diploma.

Cancellation of Class Schedule for Non-Payment: I understand that Jefferson Community College reserves the right to cancel my class schedule if I do not comply with the College's payment policy.

Returned Payments/Failed Payment Agreements: If a payment made to my student account is returned by the bank for any reason, I agree to pay the original amount of the payment plus a non-sufficient funds/returned payment fee of \$30. I understand that multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with Jefferson Community College, or its affiliated payment plan processor may result in the cancellation of my class schedule and/or suspension of my eligibility to register for future classes at Jefferson Community College.

Collection Costs: I understand and accept that if I fail to pay my student account bill or any monies due and owing Jefferson Community College by the scheduled due date and fail to make acceptable payment arrangements within 90 days of the schedule due date to bring my account current, Jefferson Community College may refer my delinquent account to a collection agency. I further understand that I am responsible for paying the 22% placement fee which will be added to the monies owed on my delinquent account, together with all costs and expenses, necessary for the collection of my delinquent account. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

Bankruptcy: Involving Charges Assessed by Jefferson Community College: I understand that if I file for bankruptcy and include charges assessed by Jefferson Community College in my filing, I will not be extended further credit by the college in the form of a payment plan. I will be required to pay any portion of my balance that is not covered by secured financial aid or a secured third-party payment by the payment deadline for the semester. If I am registering for classes after the payment deadline for the semester, I will be required to pay my bill in full (less secured financial aid and secured third-party payments) within 24 hours of registration. Failure to pay my balance

in full according to these terms will result in the cancellation of my course schedule for the semester.

IRS Form 1098-T: I agree to provide my Social Security Number (SSN) or taxpayer identification number (TIN) to Jefferson Community College upon request as required by the Internal Revenue Services (IRS) regulations for Form 1098-T reporting purposes. I consent to receive my annual IRS Form 1098-T, Tuition Statement, electronically from Jefferson Community College.

Method of Communication: I understand and agree that Jefferson Community College uses my student e-mail account as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from Jefferson Community College on a timely basis.

Contact: I authorize Jefferson Community College and its agents and contractors to contact me at my current and any future cellular phone number(s), email address(es) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to Jefferson Community College, or to receive general information from Jefferson Community College. I authorize Jefferson Community College and its agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to the Office of Student Financial Services or in writing to the applicable contractor or agent contacting me on behalf of Jefferson Community College.

Updating Contact Information: I understand and agree that I am responsible for keeping Jefferson Community College's records up to date with my current physical addresses, email addresses, and phone numbers by updating my address through my SOAR account or by submitting an Address Change Form to the Office of the Registrar.

Upon leaving Jefferson Community College for any reason, it is my responsibility to provide Jefferson Community College with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to Jefferson Community College.