

Fee Deferral Policy

Purpose

To defer due date of fee payments.

Policy

1. All fees are due and payable at time of registration in accordance with the fee payment schedule.
2. Fee deferrals, approved by the Registrar or delegate may be permitted under special circumstances.
3. Students who do not apply for funding in a timely manner may not qualify for a fee deferral.
4. Fee deferrals for BCSAP purposes will authorize payment of all outstanding fees directly to the College.
5. Default of a fee deferral will result in the denial of further instruction or services until all outstanding fees are paid.

Applies to

Student of Vancouver Community College.

Procedures

1. A student requesting a fee deferral must complete a fee deferral form.
2. The Fee Deferral form may be recommended and signed by the Financial Aid Office, where applicable.
3. The Registrar or delegate will confirm the amount of payment and the date on which the balance will fall due.
4. The student will present the fee deferral form to the Cashier, who will verify the amount to be deferred and give a copy of the form to the student.
5. In the case of default, the Cashiers Office will notify the appropriate departments.

Replaces

Deferral of Fees, Policy #2.3.3.2
Fee Deferral, Policy #2.2.1.4

1. Policy Sponsor Registrar

2. Approvals:

President _____

Date: _____

Education Council Chair _____

Date: _____

Operations Council Chair _____

Date: _____

Board Chair _____

Date: _____

3. Amendments

President _____

Date: _____

Education Council Chair _____

Date: _____

Operations Council Chair _____

Date: _____

Board Chair _____

Date: _____

4. Review Date