SUBJECT: Payment of Student Fees and Enrollment

I. Official Enrollment

A. An applicant for admission to Midland College will be considered and counted as an officially enrolled student when all assessed fees have been paid in cash, financial aid, installment plan or when an acceptable commitment from an agency or organization approved by the College has been received.

B. When an applicant 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, the student must then pay the fees in cash or will not be considered as enrolled for that term.

II. Commitments from Agencies or Organizations

A. An acceptable commitment from an agency or organization shall be limited to one which identifies the applicant and promises to pay all unpaid assessed fees for an applicant.

B. Agencies for organizations which may be approved by the College for making acceptable commitments for applicants shall be limited to agencies of federal or state governments, private businesses, and public service type organizations or institutions. No commitments from individuals will be accepted on behalf of applicants.

III. Assessed Fees

A. Assessed fees shall include tuition, general use, laboratory fees, and other incidental fees assessed at the time of registration, and shall include any and all assessed fees outstanding from prior enrollment at the College.

B. The administration is authorized to establish charges for late registration and checks which are returned dishonored, and such charges shall become assessed fees for purposes of admission.

IV. Dishonored Checks and Delinquent Accounts

A. The administration is authorized to submit dishonored checks to the County Attorney’s Office or other contracted collection services as deemed appropriate.
B. The administration is authorized to submit delinquent accounts to outside collection agencies after institutional collection efforts have been exhausted. Additional outside collection costs will be the responsibility of the student.

C. The Vice President of Administrative Services will be authorized to select outside collection agencies based on the service and costs of services provided.