

# Financial Responsibility Agreement

## **Payment of Fees/Promise to pay**

- **I understand that I am responsible to pay my student account charges:**
  - ❖ or make certain they are paid for by financial aid (grants, loans, or scholarships), or a third-party sponsor (i.e., military, employer, Dept. of Rehabilitation).
  - ❖ and if I expect other resources to pay my fees, I must maintain eligibility for those resources (financial aid may be reduced if units are dropped).
  - ❖ Failure to receive financial aid or adequate financial aid does not remove my financial obligation to make payment in full.
- **I understand that I must drop my own classes if I am not attending,**
  - ❖ and that I will be responsible for the prorated fees for each day I remain enrolled once the term begins.
- **I understand that if I am not attending, I must withdraw prior to the first day of the term if I do not want to be charged any prorated registration fees.**

I understand that when I am registered for any class at San Diego State University, or receive any service from San Diego State University, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services (i.e., register, use facilities for which a fee is authorized to be charged, receive services, materials, food or merchandise or any combination of the above from any person owing a debt) until the debt is paid (see Title 5, California Code of Regulations, Sections 42380 and 42381). I further understand and agree that my acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which CSU San Diego is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the due date.)

# Financial Responsibility Agreement

## Payment of Fees/Promise to Pay

I understand and agree that if I drop or withdraw from some or all of the classes for which I am registered, or if I am dropped for non-payment or failing to comply with the Student Conduct Code, I will be responsible for paying all or a portion of tuition and fees in accordance with the policy on Withdrawal or Late Schedule Adjustment from the term. This also applies to students attending through SDSU Global Campus. I further understand that my failure to attend class does not absolve me of my financial responsibility as described above. I understand the policies are incorporated herein by reference.

I understand and accept in accordance with the Campus catalog and San Diego State University's fee refund Policy, "Failure to cancel registration in any course for an academic term prior to the first day of the academic term gives rise to an obligation to pay student charges and fees including any tuition for the reservation of space in the course...For state supported semesters, quarters and non-standard terms or courses of four (4) weeks or more, a student who withdraws during the term in accordance with the university's established procedures will receive a refund of a portion of the mandatory fees, including non-resident tuition, based on the portion of the term during which the student was enrolled. No student withdrawing after the 60 percent point in the term will be entitled to a refund of any mandatory fees or non-resident tuition."

- I understand that I am responsible for reading SDSU's refund policy located in Money Matters.

**Third-Party (Sponsor) Payments:** I understand and agree that if my third-party payer or sponsor fails to pay my fees or voids their agreement to make payment on my behalf, I will accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services.

# Financial Responsibility Agreement

## Delinquent Account/Collection

**Financial Hold:** I understand and agree that if I fail to pay my student account or any monies due and owing San Diego State University by the due date, San Diego State University will place a financial hold on my student account, preventing me from registering for future classes or receiving my diploma.

**Late Payment Charge:** I understand and agree that if I fail to pay my student account or any monies due and owing San Diego State University by the due date, San Diego State University will assess late payment charges.

**Collection Agency:** I understand and accept that if I fail to pay my student account or any monies due to San Diego State University by the due date and fail to make acceptable payment arrangements to bring my account current, San Diego State University may refer my delinquent account to a collection agency. I further understand that if my account balance is referred to a third party for collection, my account may be reported to one or more credit bureaus.

## Communication

**Method of Communication:** I understand and agree that San Diego State University uses my sdsu.edu email as an official method of communication with me, and that therefore I am responsible for reading emails I receive from San Diego State University and checking my student account in a timely manner.

**Contact:** I authorize San Diego State University and its agents, representatives, attorneys, and contractors (including collection agencies) to contact me at my mobile phone number, home phone and email addresses or wireless device including by way of text and automated message calls, for the purpose of collecting any portion of my student account balance regarding my delinquent student account, loan(s), or any other debt I owe to San Diego State University, or to receive general information from CSU San Diego. I authorize CSU San Diego and its agents and contractors to use automated telephone dialing equipment, artificial or prerecorded voice or text messages, and personal calls and emails, in their efforts to contact me.

# Financial Responsibility Agreement

## Communication (cont.)

**Contact (continued):** If I receive an automated call, I may subsequently withdraw my consent for such calls by submitting my request in writing to the University Bursar's Office and update my Financial Tile self-service options. I further agree that in the event I change my name or address I shall notify San Diego State University of such change within thirty (30) days.

**Updating Contact Information:** I understand and agree that I am responsible for keeping San Diego State University records up to date with my current physical address, email address, and phone numbers by making the updates in my.SDSU. Upon leaving San Diego State University for any reason, it is my responsibility to provide San Diego State University with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to San Diego State University.

## Financial Aid

I understand that aid described as "estimated" or "anticipated" on my Financial Aid Award does not represent actual or guaranteed payment but is an estimate of the aid I may receive if I meet all requirements stipulated by that aid program.

I understand that my Financial Aid Award is contingent upon my continued enrollment and attendance in each class upon which my financial aid eligibility was calculated. If I drop any class before completion, I understand that my financial aid eligibility may decrease and some or all of the financial aid awarded to me may be revoked. If some or all of my financial aid is revoked for any reason, I agree to repay all revoked aid.

I agree to allow the financial aid I receive to pay any and all charges assessed to my student account such as tuition, fees, campus housing and meal plans, student health charges, bookstore charges, or any other amount, in accordance with the terms of the aid.

# Financial Responsibility Agreement

## Financial Aid (cont.)

**Scholarships, Grants, Waivers, and Third-Party Payments:** I understand that all scholarships, grants, waivers, and third-party payments awarded to me will be credited to my student account and applied toward any outstanding balance. I further understand that my receipt of such is considered a financial resource according to federal Title IV financial aid regulations and may therefore reduce my eligibility for other federal and/or state financial aid which, if already disbursed, must be reversed, and returned to the aid source. I understand and accept that this may result in having to repay any portion of aid (applied or refunded) for which I am no longer eligible.

## Method of Billing

I understand that I am responsible for viewing and paying my student account by the due date. I further understand that failure to review my account does not constitute a valid reason for not paying my bill on time. I understand that to view my account I will need to log in to my.SDSU and choose the Financial Account Tile.

## 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 at San Diego State University.

If I believe I do not owe all or part of an unpaid obligation, I can contact the Cal Coast Student Financial Center at 669-900-6833; when prompted enter meeting ID: 872 9357 5613. The Cal Coast Student Financial Center will review all pertinent information provided by me and available to the campus and will advise me of its conclusions.

# Financial Responsibility Agreement

## **Returned Payments**

If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the payment plus a returned payment fee. I understand that returned payments must be resolved with guaranteed funds or may result in cancellation of my classes and/or suspension of my eligibility to register for future classes at San Diego State University. In addition, if I have more than one returned check or e-check, I may no longer be able to use the same payment method for future transactions.

## **Failed Payment Agreements**

I understand and agree that failure to comply with the terms of any payment plan or agreement I have with San Diego State University may result in cancellation of my classes and/or suspension of my eligibility to register for future classes at San Diego State University. I further understand that by defaulting, I may be prohibited from using payment plans in subsequent terms.

## **Withdrawal**

If I decide to withdraw from the term (drop ALL courses), I will follow the instructions on the term Withdrawal or Late Schedule Adjustment form located on the Registrar's website which I understand and agree are incorporated herein by reference.

## **Privacy Rights & Responsibilities**

I understand that San Diego State University is bound by the Family Educational Rights and Privacy Act (FERPA) which prohibits San Diego State University from releasing any information from my education record without my written permission. Therefore, I understand that if I want San Diego State University to share information from my education record with someone else, I must provide a release of authorization via my.SDSU in the profile tile. Steps to release are linked here. I further understand that I may revoke my permission at any time as instructed in the same procedure.

# Financial Responsibility Agreement

## Student Age

I understand and agree that if I am younger than the applicable age of majority when I execute this agreement that the educational services provided by San Diego State University are a necessity, and I am contractually obligated pursuant to the “doctrine of necessities.”

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory system wide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory system wide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).