



PAYMENT PLAN POLICY

DATE: 07.01.24

PURPOSE:

Students who have a financial responsibility owed to the school are responsible for adhering to the institutional payment plan policy. Missed payments may result in a level of delinquency that may lead up to termination of the program.

OVERVIEW:

1 missed payment = WARNING

- **STATUS:** The student enters a WARNING status.
- **ACTION REQUIRED:** The student must bring the student account current by making one payment due.
- **CLASS ATTENDANCE:** The student is allowed to attend class.

2 missed payments = PROBATION

- **STATUS:** The student enters a PROBATION status.
- **ACTION REQUIRED:** The student must bring the student account current by making two payments due.
- **CLASS ATTENDANCE:** The student is allowed to attend class

3 missed payments = TERMINATION

- **STATUS:** The student enters a TERMINATION status.
- **ACTION REQUIRED:** The student must bring the student account current by making three payments due.
- **CLASS ATTENDANCE:** The student is not allowed to attend class.
 - A drop calculation or Institutional may NOT yet calculated until 14 consecutive days absent are reached, this allows the student two weeks to bring their account current and resume class.
 - If terminated, Re-entry is available for those who qualify.

The attendance policy will be enforced as specified. For detailed information, please refer to the attendance policy in the school catalog.