

GCCC Policy Add Template

Category: Operations

Division: Administrative Services

Department: Business Office

Policy Title: Cash at Enrollment Status

Policy Statement: Once a student account has been sent to collections, and the student has taken care of any outstanding financial obligation with the collection agency, or filed bankruptcy and included any outstanding balances with GCCC in their bankruptcy, that student is placed on “cash at enrollment” status. The student must pay for all tuition and fees at the time of enrollment or have applied and been awarded with financial aid or scholarships. A student will be allowed to enroll if approved financial aid is sufficient to pay all costs associated with enrollment.

Procedures: A student can request to be removed from cash at enrollment status after successfully completing 20 credit hours after they were placed on “cash at enrollment”. The student should prepare a written request, along with an unofficial transcript to the Chief Financial Officer indicating the circumstances that caused the account to be turned over to collections and how the situation has changed so that they will be able to keep their account current.

Contacts: Chief Financial Officer, Student Account Coordinator

Approved Date: 3/1/2018

Policy History: Click here to enter text.

Keywords: Cash at enrollment, collections, bankruptcy

Related Form: Click here to enter text.