

## **GENERAL INFORMATION REGARDING THE RULES OF PAYMENTS FOR TUITION AND FEES**

All outstanding balances from student, after applying financial aid shall be paid according to the following options:

- A. Full payment when formalizing their enrollment.
- B. Through a payment plan according to the program's length.
- C. By any other agency or external resources for those who qualify, such as:
  - a) Scholarship Foundation Abbot Clara
  - b) Corporation State Insurance Fund (CFSE)
  - c) Vocational Rehabilitation
  - d) Veterans Benefits
  - e) Work Force Investment Funds (WIA)
  - f) Law 7
  - g) Other

Disbursements will be credited directly to the student's account to cover the payment of tuition and fees. Once the charges for tuition and fees of the academic year have been covered, a check for the amount in excess shall be issued, if any, within the next 14 days from the date on which the account reflects the credit. The student may issue authorization to keep credit balances for future charges.

### **FOR STUDENTS WHO NOT QUALIFY FOR FEDERAL OR STATE FINANCIAL AID**

The institution reserves the right to request the student an initial deposit to formalize registration. The difference will work through a payment plan according to the end of the term or program.

## **REGULAR STUDENTS**

If student has any outstanding debt with the institution, it must be repaid before formalizing their next enrollment in the case of Associate Degree. The student can reach a payment agreement with the Student Account Officer. The procedure applicable for tuition payments procedure shall be governed by the established policy. For technical programs, the student has to pay any debt before the end of the program.

### **HOW TO MAKE PAYMENTS**

All payments can be made in cash, personal check, cashier's check (made out to Ponce Paramedical College), ATH, American Express, Master Card, Visa or other credit card or debit card accepted by our institution. The student can make direct payments through Banco Popular, Doral Bank and Oriental Bank. By issuing credit card payments the student has the option calling directly to the institution. The Institution reserves the right to accept checks that are not payable to Ponce Paramedical College.

All checks returned by the bank will entail a fee of fifteen dollars (\$ 15.00), which must be paid in cash when you pick up the returned check.

In the event that the institution refers the balance owed by the student to an external collections agency, collection agency fees will be covered entirely by the student. The Institution reserves the right to restrict transcripts, certificates, diplomas and other services to all students who do not have paid off their balance.