



Eastern New Mexico University

Financial Responsibility Agreement

PROMISE TO PAY

I understand and agree that when I register for any class at Eastern New Mexico University or receive any service from Eastern New Mexico 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 (including but not limited to housing, meal plans, and bookstore charges). I understand and agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule. I further understand and agree that my failure to attend class or receive a bill does not relieve me of my financial responsibility as described above.

DELINQUENT ACCOUNT/COLLECTION

Financial Hold: I understand and agree that if I fail to pay my student account bill or any monies due and owing Eastern New Mexico University by the scheduled due date, Eastern New Mexico University will place a financial hold on my student account, preventing me from registering for future classes, requesting transcripts, or receiving my diploma.

Collection Agency Fees: I understand and accept that if I fail to pay my student account bill or any monies due and owing Eastern New Mexico University by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, Eastern New Mexico University may refer my delinquent account to a collection agency. I further understand and agree that I am responsible for paying all collection agency fees, which may be based on a percentage of my delinquent account, together with all costs and expenses, including reasonable attorney fees, that Eastern New Mexico University may incur to collect any unpaid balance of my delinquent account. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

COMMUNICATION

Method of Communication: I understand and agree that Eastern New Mexico University may use e-mail as an official method of communication with me and, therefore, I am responsible for reading the e-mails I receive from Eastern New Mexico University on a timely basis. I also understand and agree that Eastern New Mexico University may use paper mailings as an official method of communication with me for which I am responsible for reading on a timely basis.

Updating Contact Information: I understand and agree that I am responsible for notifying Eastern New Mexico University's Office of the Registrar of my current physical addresses, email addresses, and phone numbers and notifying Eastern New Mexico University of any changes to my physical addresses, email addresses, and phone numbers. Upon leaving Eastern New Mexico University for any reason, it is my responsibility to provide Eastern New Mexico University's Office of the Registrar with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to Eastern New Mexico University.

WITHDRAWAL

If I decide to completely withdraw from Eastern New Mexico University, I will follow Eastern New Mexico University's official drop and withdrawal policies. If I fail to do so, I understand I could remain financially responsible for registered classes. I also agree to follow contract terms related to cancellation of non-academic services to include housing and meal plans. Failure to do so could make me financially responsible for all or a portion of the charges.