

USF System USF USFSP USFSM

Number: USF4.010
Subject: Cancellation of Registration for Nonpayment of Tuition and Fees and Returned Checks In Payment of Tuition
Responsible Office: Business and Finance

Date of Origin: 10-6-75

Date Last Amended: 6-25-09

Date Last Reviewed:

(1) Reasons for Cancellation.

(a) Current Term – A USF System student’s current term registration may be cancelled for nonpayment of tuition and fees at the end of the drop/add period, and for returned checks in payment of tuition and fees, or if a tuition payment deferment for Financial Aid or VA benefits was not received for the term.

(b) Prior Term – A USF System student’s prior term registration may be cancelled for nonpayment of tuition and fees or for returned checks in payment of tuition and fees, or if a tuition payment deferment for Financial Aid or VA benefits was not received for that prior term.

(2) The Controller’s Office will attempt to notify students by mail of possible cancellation of registration for returned checks and associated service fees. This notification must include the specific reason for proposed cancellation and the deadline for payment before cancellation will be made. In addition, the notice of possible cancellation must inform the student that cancellation of registration will result in his/her record appearing as if he/she had never attended the USF System during that term and that he/she will receive no credit for the classes. Notice should be sent to the student’s last known address. Students will also be placed on hold for future registrations, transcripts, grades, diplomas, etc. until the Office of the Registrar has completed the cancellation.

Authority: Art. IX, Sec. 7, Fla. Const. and Resolutions issued by the FL Board of Governors.

History – New (BOT approval) 10-6-75, Amended 7-3-79, 12-13-81, Formerly 6C4-4.10, Amended 1-8-92, 4-27-94, 7-20-95, 7-31-02, Formerly 6C4-4.010, Amended 6-25-09.