

NOTICE OF PROPOSED REGULATION AMENDMENT

Date: July 8, 2009

REGULATION TITLE:
Delinquent Accounts Receivable

REGULATION NO.:
UCF-4.033

SUMMARY OF REGULATION AMENDMENT: This regulation is amended to allow the University Controller to settle or charge off accounts up to \$10,000 after reasonable collection attempts have failed. Other amendments include modifying the language to add clarity and renumbering of the regulation.

AUTHORITY: BOG Resolution dated January 7, 2003

NAME OF PERSON WHO INITIATED PROPOSED REGULATION AMENDMENT:
Dan Mayo, Associate Controller, Student Accounts

COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT IS:

Regulations Administrator
4000 Central Florida Blvd.
Millican Hall, Suite 360
Orlando, FL 32816-0015
Phone: (407) 823-2482
Fax: (407) 823-6155
e-mail: regulations@mail.ucf.edu

FULL TEXT OF THE PROPOSED REGULATION AMENDMENT:

UCF6C7-4.033 Delinquent Accounts Receivable.

(1) The University ~~shall enforce~~may pursue the collection of ~~all~~ delinquent ~~unpaid and uncancelled~~ accounts receivable through the use of lawful procedures.

(2) Collection efforts may include ~~the employment of contracting for~~ the services of a collection agency. ~~However, no collection agency shall be paid a commission in excess of 35 percent of the amount collected.~~

(3) ~~In addition, s~~Students with delinquent accounts will have a hold placed on their accounts and may not be allowed ~~shall not be permitted~~ to register ~~and shall have a "hold" placed on their records based on current university collection procedures.~~ The accountis hold ~~shall continue in force~~will remain until the ~~student~~ debt is paid, settled, or ~~discharged otherwise resolved~~through federal court bankruptcy proceedings. If the student account is charged off pursuant to the procedures in subsection (4) below, the hold will continue in force until the indebtedness is paid, settled, or ~~discharged otherwise resolved~~.

(4) Except for such delinquent, unpaid and uncanceled scholarship loan notes and student loan agreements as may be collected pursuant to Rule ~~6A-20.024-6A-7.0395~~, F.A.C., by the Department of Education:

(a) The Student Accounts Office is authorized to charge off as uncollectable ~~delinquent~~ accounts with past due balances of \$500 or less when those accounts become six (6) months past due and the cost of further collection efforts ~~s or assignment to a collection agency~~ would not be warranted.

(b) The University Controller is authorized to settle or charge off as uncollectable ~~delinquent~~ accounts under up to \$10,000.00 after ~~all~~ reasonable and lawful collection attempts have failed.

(c) The Vice President for Administration and Finance, or designee, is authorized to ~~institute settlements~~settle or charge-off ~~procedures for~~ uncollectible ~~delinquent~~ accounts over \$10,000.00 after ~~all~~ reasonable and lawful collection attempts have failed.

Authority: ~~BOG~~ Florida Board of Governors Resolution dated January 7, 2003. History—New 7-14-80, Formerly 6C7-4.33, Amended 4-27-03; Formerly 6C7-4.033, Amended _____ 09.