

UCF-4.033 Delinquent Accounts Receivable

- (1) The University may pursue the collection of delinquent accounts receivable through the use of lawful procedures.
- (2) Collection efforts may include contracting for the services of a collection agency.
- (3) Students with delinquent accounts will have a hold placed on their accounts. Students with balances of \$500 or greater may not be allowed to register. Students with a balance of any amount may not be allowed to receive a diploma. The account hold will remain until the debt is paid, settled, or otherwise resolved. If the student account is written off pursuant to the procedures in subsection (4) below, the hold will continue in force until the indebtedness is paid, settled, or 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, F.A.C., by the Department of Education:
 - (a) The Student Accounts Office is authorized to charge off as uncollectable 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 would not be warranted.
 - (b) The University Controller is authorized to settle or charge off as uncollectable accounts up to \$10,000.00 after reasonable and lawful collection attempts have failed.
 - (c) The Vice President for Administration and Finance, or designee, is authorized to settle or charge-off uncollectable accounts over \$10,000.00 after reasonable and lawful collection attempts have failed.

Authority: BOG Regulations 1.001 and 7.002. History—New 7-14-80, Formerly 6C7-4.33, Amended 4-27-03; Formerly 6C7-4.033, Amended 8-7-09, 3-10-15, 6-29-23, 6-25-24.