

## **Student Account Facts - Traditional**

Statements will be mailed a few weeks prior to the payment deadline for each semester. You will receive one paper statement per semester. All future billing statements are posted on the students' myAverett Self-service account. **Tuition and fees are due and payable prior to the beginning of each semester (refer to "Making Payments for dates and payment options"). Failure to pay current semester charges may cause the student's class registration to be cancelled.** All students are responsible for meeting the published payment deadline regardless of whether or not a statement was received. A student is responsible for verifying and updating the financial address. **If the student does not receive a statement, contact the Student Accounts Office at (434) 791-7125 or email at [studentaccounts@averett.edu](mailto:studentaccounts@averett.edu).**

**Do not ignore the student billing statements just because you think financial aid will cover the balance.**

### **Financial Aid**

Check your account to make sure the financial aid is listed. Please refer to the Student Aid Award Letter to see what financial aid the student will receive. If financial aid does not appear on the statement, call the Financial Aid Office at (434) 791-5890 or the Student Accounts Office at (434) 791-7125 to see why and/or what needs to be done to get the aid on the account. Work-Study monies are **not** credited to the student account (see below).

### **Work Study**

**Do not deduct Work-Study awards from the statement; payment for work-study will be done by direct deposit using the information provided by the student.**

The money is earned through jobs performed at Averett.

### **Bookstore**

Students are allowed to charge books and school supplies to their tuition account using their current Averett ID, if they will have excess funds from financial aid to cover charges. Charges will be allowed only for the first **two weeks** of each semester. **Bookstore charges are due by the October due date for fall and the March due date for spring.**

### **Student Liability and Responsibilities**

When the student registers for a class, the student is liable for payment of the charges for that class, **whether or not the student attends.** The student will be billed for any unpaid charges, and the student may not register or obtain a transcript until the account is paid in full. To have charges removed or adjusted, the student must withdraw from a class during the refund drop period. (See Withdrawal Policy)

The student is responsible for full payment of all charges on the account by the due date, whether the student receives a bill or not, even if the account is being paid by another party.

***The student is responsible for keeping the Averett University Student Accounts Office informed of any address changes.***

### **Failure to Pay**

The university may refer the account to an outside collection agency for failure to pay and will report the status of the account to a credit reporting bureau. If the account is referred to a collection agency and/or an attorney, collection, court and attorney costs will be added to the account.

Transcript requests will not be processed if an account is in a delinquent status.

The university has the right, **without prior notice**, to stop or suspend the extension of credit and to withhold services, if billings are returned by the postal service or if the required payments are not made on time. The withholding of services includes, but is not limited to, registration for classes and dining hall access.

Grades, transcripts and/or diplomas will be held until the account is paid in full.