



Eastern New Mexico University-Roswell

Financial Responsibility Agreement

PROMISE TO PAY

I understand and agree that when I register for any class at Eastern New Mexico University-Roswell or receive any service from Eastern New Mexico University-Roswell 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-Roswell 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-Roswell by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, Eastern New Mexico University-Roswell 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-Roswell 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-Roswell 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-Roswell on a timely basis. I also understand and agree that Eastern New Mexico University-Roswell 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-Roswell's Office of Admissions & Records of my current physical addresses, email addresses, and phone numbers and notifying Eastern New Mexico University-Roswell of any changes to my physical addresses, email addresses, and phone numbers. Upon leaving Eastern New Mexico University-Roswell for any reason, it is my responsibility to provide Eastern New Mexico University-Roswell's Office of Admissions & Records with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to Eastern New Mexico University-Roswell.

WITHDRAWAL

If I decide to completely withdraw from Eastern New Mexico University-Roswell, I will follow Eastern New Mexico University-Roswell'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.