

# PAYMENT INFORMATION *(continued)*

## Financial Aid

Once your file is complete, most financial aid awards will be credited to your account automatically when you are registered for the same number of hours for which you are awarded. See page 6 for more information.

It is your responsibility to monitor your account to verify that your financial aid has been posted by the payment deadline. You can check your account online through the **My Payment** option on e-services. If the financial aid is not listed under Payments, it has not been posted to your account. If your financial aid is not posted by the payment deadline, you **MUST** make other arrangements or your classes will be dropped.

If your financial aid does not pay your full balance, you **MUST** either pay the remaining balance by the payment deadline or contact the Cashier's office to set up a payment arrangement.

## Credit Card Payment

Credit Card payments should be made online using e-services. Refunds for online credit card payments will automatically be processed back to the card used.

## Delinquent Accounts

If you fail to pay any amount due to the University of Houston-Downtown, your account may be turned over to an agency for collection. If an account is referred for collection, you are responsible for paying all costs incurred by the UH-D for collection of the debt.

An outstanding debt at ANY university within the University of Houston System (UH, UH-Clear Lake, UH-Downtown or UH-Victoria) will block you from enrolling at or receiving a transcript or diploma from all University of Houston System schools.

## Excess Course Attempts

In accordance with state law, you will be charged a fee of \$65 per semester credit hour for the following:

- Any course that is repeated for the third time beginning with the Fall 2002 semester. If a course has been previously attempted twice (or more) at UH-D, the third (or subsequent) enrollment will result in the additional charge. An attempt is defined as an enrollment that results in any letter grade (including F and W). If the course is dropped, the refund in effect at the time of the withdrawal will be applied to the additional charge as well.
- Enrollment in a developmental course after 18 hours of developmental work has already been attempted at UH-D. Once 18 attempted hours of course work has been accumulated, registration in a developmental course will result in the additional charge. An attempt is defined as an enrollment that results in a letter grade (including S, U, IP and W). A developmental course is defined as MATH 0300, MATH 1300, ENG 1300, ENG 130A and RDG 1300. If the course(s) is dropped, the refund in effect at the time of the withdrawal will be applied to the additional charge as well.