

# Student Financial Responsibility Agreement

## Please Read the Following Disclosure Carefully

The following document is an Agreement outlining your legal obligations to pay all charges and costs related to your education at Stephen F. Austin State University.

Please read the Agreement and follow the directions carefully. You will need to acknowledge each item marked below. Also, at the end of the Agreement, you will have to choose ONE of two options:

1. **Accept the terms of the Agreement**, which will allow you to register for and participate in courses for that term.
2. **Decline the terms of the Agreement**, in which case, you WILL NOT be able to register for or participate in courses for that term.

Again, please note: Declining the Agreement WILL IMPACT YOUR ABILITY TO REGISTER FOR COURSES BY PLACING A HOLD ON YOUR REGISTRATION PRIVILEGES.

If you have any questions or require additional assistance, please contact the SFA Student Business Services office at 936-468-6960 or [sbs@sfasu.edu](mailto:sbs@sfasu.edu).

Thank you for your attention to this important matter.

I acknowledge I have read and agree to the terms.

Student Name: Ima Lumberjack

Student ID: 12345678

### PAYMENT OF FEES/PROMISE TO PAY

I understand that when I register for any class at Stephen F. Austin State University or receive any service from Stephen F. Austin State University 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. I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which Stephen F. Austin State University is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date. Regardless of any expected reliance on any third-party resource, including but not limited to financial aid, family gifts, employer reimbursement, or any other external resource, I remain personally responsible for paying any and all outstanding balances. 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 at <https://www.sfasu.edu/sbs/refunds/balances>. I have read the terms and conditions of the published tuition refund schedule and understand those terms are incorporated herein by reference. I further understand that my failure to attend class or receive a bill does not absolve 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 Stephen F. Austin State University by the scheduled due date, Stephen F. Austin State University will place a financial hold on my student account, preventing me from registering for future classes, or requesting transcripts.

**Late Payment Charge:** I understand and agree that if I fail to pay my student account bill or any monies due and owing Stephen F. Austin State University by the scheduled due date, Stephen F. Austin State University will assess late payment and/or finance charges for each late payment or payment made after an institutional due date as stated in the following link: <https://www.sfasu.edu/sbs/tuition-fees/explanation-fees>.

**Collection Agency Fees:** I understand and accept that if I fail to pay my student account bill or any monies due and owing Stephen F. Austin State University by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, Stephen F. Austin State University may refer my delinquent account to a collection agency. I further understand that I am responsible for paying the collection agency fee which may be based on a percentage rate at a maximum of thirty percent (30%) of my delinquent account or the maximum rate allowed by state and federal regulations, together with all costs and expenses, including reasonable attorney's fees, necessary for the collection of my delinquent account. (For Federal Perkins Loans the collection fee may not exceed thirty percent (30%) for first placements and forty percent (40%) on second placements per federal guidelines.) Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus and a state of Texas warrant hold may be placed on my account.

I acknowledge I have read and agree to the terms.

## COMMUNICATION

**Method of Communication:** I understand and acknowledge that Stephen F. Austin State University uses e-mail as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from Stephen F. Austin State University on a timely basis.

**Contact:** I authorize Stephen F. Austin State University and its agents and contractors to contact me at my current and any future cellular phone number(s), email address(es) or wireless device(s) regarding my delinquent student account(s)/loan(s), any other debt I owe to Stephen F. Austin State University, or to receive general information from Stephen F. Austin State University. I authorize Stephen F. Austin State University and its agents and contractors to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and emails, in their efforts to contact me. Furthermore, I understand that I may withdraw my consent to call my cellular phone by submitting my request in writing to Stephen F. Austin State University's Student Business Services office or in writing to the applicable contractor or agent contacting me on behalf of Stephen F. Austin State University.

**Updating Contact Information:** I understand and agree that I am responsible for keeping Stephen F. Austin State University records up to date with my current physical addresses, email addresses, and phone numbers by following the procedure at <https://www.sfasu.edu/registrar/about/updating-info>. The linked procedure is incorporated herein by reference. Upon leaving Stephen F. Austin State University for any reason, it is my responsibility to provide Stephen F. Austin State University with updated contact information for purposes of continued communication regarding any amounts that remain due and owing to Stephen F. Austin State University.

I acknowledge I have read and agree to the terms.

## FINANCIAL AID

I understand that a recipient of financial aid (grants, loans, scholarships, and/or employment) must agree to the electronic Financial Aid Terms, Conditions, and Authorizations prior to accepting any aid. This agreement can be viewed at: <https://www.sfasu.edu/docs/financial-aid/terms-conditions-authorizations.pdf>. I understand that any outside resources such as scholarships, stipends, service awards, contract payments (including Texas prepaid tuition plans or other 529 plan payments), exemptions, or any other payment received from an outside agency may affect my financial aid award. I am responsible for notifying the SFA Financial Aid Office if I receive funds before or after receiving financial aid so that adjustments can be made to eliminate possible over-awards. Any funds disbursed to my student account causing an over-award must be reversed and returned to the aid source.

If some or all of my financial aid is revoked because I dropped or failed to attend class, I agree to repay all revoked aid that was disbursed to my account and resulted in a credit balance that was refunded to me.

I agree and authorize Stephen F. Austin State University to allow Title IV and other aid sources I receive to pay any permissible charges assessed to my student account such as student health insurance, parking permits, bookstore charges, service fees and fines, and any other education related charges, including prior year educational charges up to \$200, unless rescinded by contacting the SFA Financial Aid Office.

## **PRIZES, AWARDS, SCHOLARSHIPS AND GRANTS**

I understand that all monetary prizes, awards, scholarships and grants awarded to me by Stephen F. Austin State University will be credited to my student account and applied toward any outstanding balance. I further understand that my receipt of a monetary prize, award, scholarship or grant may be considered a financial resource according to federal Title IV financial aid regulations, and may therefore reduce my eligibility for other federal and/or state financial aid (i.e., loans, grants, Federal Work Study) which, if already disbursed to my student account, must be reversed and returned to the aid source.

I acknowledge I have read and agree to the terms.

## **METHOD OF BILLING**

I understand that Stephen F. Austin State University uses electronic billing (eBill) as its official billing method, and therefore I am responsible for viewing and paying my student account (eBill) by the scheduled due date. I further understand that failure to review my eBill does not constitute a valid reason for not paying my bill on time. EBill information is available by logging into mySFA. Instructions for accessing eBills are available at <https://www.sfasu.edu/sbs/paying/billing>.

## **BILLING ERRORS**

I understand that administrative, clerical or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of my registration at Stephen F. Austin State University.

## **RETURNED PAYMENTS/FAILED PAYMENT AGREEMENTS**

If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the payment plus a returned payment fee as stated in the following link: <https://www.sfasu.edu/sbs/tuition-fees/explanation-fees>. I understand that multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with Stephen F. Austin State University may result in cancellation of my classes and/or suspension of my eligibility to register for future classes at Stephen F. Austin State University.

## **WITHDRAWAL/DROP**

If I decide to withdraw or drop a course from Stephen F. Austin State University, I will follow the instructions at <https://www.sfasu.edu/registrar/registration-information/how-to-drop-withdraw> which are incorporated herein by reference. I understand that if I am not planning to attend, it is my responsibility to withdraw or drop my course(s), as I should not rely on Stephen F. Austin State University to automatically cancel my registration/courses. I understand that in accordance with Stephen F. Austin State University's Tuition Refund/Credit Schedule Policy, my effective date of withdrawal/drop (whether it is from an individual course, multiple courses, or from Stephen F. Austin State University completely) will determine the amount of credit that I may be eligible to receive, if any, thereby reducing the total amount of fees owed to Stephen F. Austin State University.

I acknowledge I have read and agree to the terms.

## **PRIVACY RIGHTS & RESPONSIBILITIES**

I understand that Stephen F. Austin State University is bound by the Family Educational Rights and Privacy Act (FERPA) ( <https://www.sfasu.edu/registrar/about/ferpa> ) which prohibits Stephen F. Austin State University from releasing any information from my education record without my written permission, subject to certain exceptions under law. Therefore, I understand that if I want Stephen F. Austin State University to share information from my education record with someone else, I must provide written permission by contacting the Registrar's Office and filling in the necessary forms there. I further understand that I may revoke my permission at any time as instructed in the same procedure.

## **SOCIAL SECURITY NUMBERS**

I agree to provide my Social Security number (SSN) or taxpayer identification number (TIN) to Stephen F. Austin State University upon request as required by Internal Revenue Service (IRS) regulations for Form 1098-T reporting purposes. If I fail to provide my SSN or TIN to Stephen F. Austin State University, I agree to pay any and all IRS fines assessed as a result of my missing SSN/TIN.

## **STUDENT AGE**

I understand and agree that if I am younger than the applicable age of majority when I execute this agreement that the educational services provided by Stephen F. Austin State University are a necessity, and I am contractually obligated pursuant to the "doctrine of necessities."

## **GOVERNING LAW**

Any disputes under this agreement shall be brought in a court of competent jurisdiction in Nacogdoches or Angelina County, Texas and governed by Texas law.

## **ENTIRE AGREEMENT**

This agreement supersedes all prior understandings, representations, negotiations and correspondence between the student and Stephen F. Austin State University, and along with the policies and procedures of Stephen F. Austin State University and applicable laws and regulations, constitutes the entire agreement between the parties with respect to the matters described, and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by Stephen F. Austin State University as necessary to comply with changes in law, regulation or policy, or if the modification is signed by me. Any modification is specifically limited to those policies and/or terms addressed in the modification.

I acknowledge I have read and agree to the terms.

## **ACKNOWLEDGEMENT**

I hereby acknowledge the following:

1. That I have read and understand this Agreement in full.
2. That I am 100 years old as of today's date.
3. That I must log into my MySFA account to access my billing statements, and that paper bills are not generated and/or forwarded to me.
4. That I may have been registered for a course(s) by a University official, and accept responsibility for this registration.
5. I am a resident of Texas.
6. That by clicking the "Accept" button below, and thereby electronically signing this Agreement, I am consenting to be bound by this Agreement, as of today's date, which shall serve as a Promissory Note, thereby obligating me to pay all outstanding balances due Stephen F. Austin State University, and shall supersede any previous version of this Agreement.

I acknowledge that I have read and understand all of the terms of this agreement. I accept all of the terms of this agreement.

Student Name: Ima Lumberjack

Student ID: 12345678

Student DOB: 09-18-1923

**Submitted at 12:24 p.m. on 2 November 2023.**