

**MONTANA BOARD OF REGENTS OF HIGHER EDUCATION**  
**Policy and Procedures Manual**

SUBJECT: FINANCIAL AFFAIRS  
Policy 940.6 – Tuition and fee deferment  
***Adopted: September 11, 1972; Revised: August 3, 2009***

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**I. Board Intent:**

It is the intent of the board that each campus provide a deferred payment plan for students not able to secure other reasonable lines of credit through private financial institutions. Campuses should exercise due diligence in providing credit and every reasonable effort should be made to minimize uncollectible accounts.

**II. Board policy:**

- A. Each campus is authorized to develop a deferred payment plan.
- B. Available financial aid may be applied against the fees to be deferred subject to the policies of the individual campuses.
- C. An administrative fee shall be levied in an amount approved by the board of regents as listed in the inventory of fees.
- D. Student tuition and fee deferrals will be granted on a semester basis. All regular tuition, fees and charges for the current semester, including board and room, assessed at the time of scheduled fee payment may be included in the deferral.
- E. Failure to make deferred payments in accordance with the scheduled repayment plan may be cause for cancellation of a student's enrollment with no refund of amounts previously collected. Students may be determined ineligible for a deferment the following semester.
- F. In case of default or delinquency in the repayment of all or any part of a scheduled installment, a late payment fee in an amount approved by the regents as listed in the inventory of fees shall be assessed against each late installment. The student will assume liability for any subsequent collection costs incurred by the institution or the state.
- G. The administrative fee or late payment fee may be waived by the institution for extenuating circumstances.
- H. Each campus shall develop written procedures defining eligibility criteria and administrative procedures necessary to implement this policy.

History:

Item 224-004, September 11, 1972; Item 3-004-R1273, December 10, 1973 as revised January 7, 1980, July 30, 1982, May 7, 1991, December 13, 1991, and November 18, 1999 (Item 104-103-R0999); Item 144-102-R0809, revised August 3, 2009.