



Students are personally responsible for meeting their financial obligations to the University of Western States. Payment of tuition and fees is due on or before the first day of the term. Interest begins accruing on the first day of the term, however, a grace period is granted until the last business day of the first month of the term in order to make satisfactory payment arrangements with the Financial Services office.

Any balance due to the university after the first month of the term constitutes a past due debt. Payments of past due debts must be made to the university prior to continued attendance or receipt of diploma. Any past-due debt to the University or any of its departments or auxiliary services is grounds for termination of campus privileges regularly granted to students or alumni.

Prior to matriculation, students are required to acknowledge their personal responsibility for the tuition, fees and other university charges assessed or incurred by signing a statement of financial responsibility. This statement will remain in effect for the duration of attendance at the university.

If the Statement of Financial Responsibility is not signed prior to matriculation or a past due debt to the university exists, a hold will be placed on the student account and the student will be restricted from attendance at live or online classes until the hold is resolved.

A student requesting an exception to Student Financial Responsibility policy, Tuition and Fee Schedule or Tuition and Fee Refunds policy must submit a Financial Dispute Form to the financial services office (financialservices@uws.edu).

The dispute decision will be rendered based on gathered evidence from the student, academic and administrative departments. The decision will be communicated by the controller to the student as well as affected departments and administrators.

If the student wishes to appeal the dispute decision due to demonstrated inconsistency with UWS policies, the appeal may be submitted to the chief business officer within 5 business days of the date of the written outcome of the original decision.

Right to Consult Legal Counsel

Students have a right to consult legal counsel. Students assume all costs for legal counsel.

Related Policies: Policy 3021– Tuition and Fee Refunds

Keywords: financial responsibility, tuition, financial hold