

## **HAWAI'I PACIFIC UNIVERSITY -- FINANCIAL RESPONSIBILITY AGREEMENT**

Under HPU's Registration Policies and other University policies, I am responsible for paying my portion of tuition and fees, along with all other University charges and costs then due, by each term's tuition payment deadline. If there is a difference between expected and actual financial aid, I am responsible for paying any balance on my account resulting from this difference promptly. HPU's Tuition and Fee Schedule (a full listing of student tuition and fee charges) is available on our website: <https://www.hpu.edu/tuition>. Tuition and fees are subject to change, and this website will host the most up-to-date information. Tuition payment deadlines are always several weeks before the start of the semester and are published in the Academic Calendar (<https://www.hpu.edu/registrar/academic-calendar.html>).

I acknowledge and agree to abide by the following:

- 1) By registering for courses, I accept full responsibility to pay all tuition, fees, housing charges, meal plan charges, library fines and replacement costs, and other associated costs assessed as a result of my registration, attendance and all University goods and services offered. I agree to comply with all requirements for registration, including fulfilling all financial obligations related to enrollment. (<https://www.hpu.edu/registrar/files/regpolicies.pdf>)
- 2) Failure to pay tuition and fees by the payment deadline may result in the following:
  - a. Late fees may be added to my account, increasing the amount I owe. I am obligated to pay late fees assessed to my account.
  - b. A financial hold may be placed on my account. A financial hold may impact my ability to receive my transcripts (official and unofficial), may delay or restrict issuance of my diploma or degree conference, and may prevent future registration, as set forth at: <https://www.hpu.edu/holds>. A financial hold will not be fully released until payment is made in full or in accordance with an approved payment plan.
    - i. *HPU complies with applicable law with respect to transcript withholding, including federal law requirements under the Higher Education Act (34 CFR 668.14(b)(33) and 34 CFR 668.14(b)(34).*
  - c. I may be dropped from my courses and/or my registration may be canceled. This may occur before or after the semester starts, and will prohibit my ability to continue enrollment at the University until my account is cleared.
  - d. My account may be referred (sent or forwarded) to collections. If my account is referred to collections, a third-party collections agency is authorized to contact me in order to secure payment for my outstanding debt to Hawai'i Pacific University. Additionally, the third-party collections agency may assess additional fees, interest, or report to credit agencies in accordance with state laws and regulations. When my account is sent to collections, I still owe the University; the debt is not forgiven or discharged.
- 3) If I drop or withdraw from some or all of the classes for which I have registered, I will be responsible for paying all or a portion of tuition and fees based upon the deadlines outlined in the Academic Calendar (<https://www.hpu.edu/registrar/academic-calendar.html>). In other words, I may drop or withdraw any and all courses for any reason before the semester begins and until the last day to drop with 100% refund, as posted in the Academic Calendar for the applicable term (*typically the 8<sup>th</sup> calendar day after the first day of class*), without financial penalty. After this date I will owe HPU for certain tuition and fees, even if I am no longer attending the university. I can find more information on HPU's refund policy at <https://hpu.edu/business-office/policies-deadlines.html>).

- 4) The University reserves the right and retains the discretion to unilaterally implement changes to course content, instructional methods, class locations, and instructors. In particular, I understand and agree that the institution retains the right to modify the mode of educational delivery, including in-person, hybrid, online or through whatever format or platform the university deems appropriate, and that there is no guarantee that classes, courses, activities, or any aspect of the university experience will be provided in-person, or on-campus, exclusively. Tuition and fees will remain constant in the event of a change in delivery format regardless of reason.
- 5) The University reserves the right to alter academic programs, co- and extra-curricular activities, social events, access to University facilities, University events and the delivery of student services as necessary for any reason. I recognize that these University services and programs may be modified from time to time and may be delivered remotely where the University so elects.
- 6) Changes made to the curriculum, method of delivery, programs, facilities and location do not absolve me of my financial responsibility to pay the correct amount of tuition, fees, and other associated financial obligations assessed. The University will not refund tuition or fees in the event the university must deliver curriculum and services remotely or implement other changes to the academic program or University services, activities or events. I recognize that student fees support institutional infrastructure, operations, and maintenance. Like most private universities, HPU relies on tuition and fees to cover the majority of its expenses in providing educational services and prompt payment of student bills is crucial..
- 7) I am responsible for payment of my financial obligations in full (the entire balance) by the tuition payment deadline unless I am officially enrolled in a monthly payment plan by the payment plan enrollment deadlines. Information on payment plans and enrollment deadlines is available at <https://www.hpu.edu/paymentplans>.
- 8) I will receive periodic statements (eBills) from the University by email. I understand that statements (eBills) show account balances as of the date the statement was issued, and that my account may change after a statement is issued. I can view my current account balance at any time at <https://my.hpu.edu>. Even if I do not receive or review my statement, I am not absolved of my financial responsibility to pay the University.
- 9) It is possible that I may have to repay or make payment after I receive a refund from the University . If there are adjustments to my student account after the date the refund is initiated, such as new charges or financial aid adjustments, I am financially responsible for those balances even if I receive a refund and must pay my account in full.
- 10) Clerical, administrative, or technical billing errors do not absolve me of my responsibility to pay the correct amount of tuition and fees owed to the University.
- 11) If a payment made to my account is returned for any reason (such as insufficient funds or account closure), a fee will be assessed to my account. I agree to pay any fees for returned payments that are assessed to my account.
- 12) I authorize the University and its authorized agents (including third-party collections agencies) to communicate with me using a variety of communication methods (email, text, phone, mail, and/or social media) regarding my account balance. I authorize the University and its authorized agents to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, personal calls and emails, and social media communications in their efforts to contact me. I authorize the University and its authorized agents to contact me at my current and any future email addresses or phone numbers regarding my account balance.
- 13) I am responsible for reading emails received to my University-provided email account timely.
- 14) I am responsible for keeping my contact information current, including if I leave the university.

- 15) The University is not authorized to speak with a parent, family member, or other individual about my account unless I have provided prior written authorization as outlined at <https://www.hpu.edu/registrar/ferpa>.
- 16) If I have questions about my account balance, how to pay, or any other question regarding my financial obligations to the University, I may visit <https://www.hpu.edu/pay> to find information and resources to assist me, including contact information. Email, phone, and in-person assistance is available to me.
- 17) I understand that if I am younger than the applicable age of majority when I execute this agreement that the education services provided by the University are a necessity, and I am contractually obligated pursuant to the “doctrine of necessities” and other applicable law.

This agreement supersedes all prior understandings, representations, negotiations and correspondence between me and the University with respect to the University’s reserved rights above.

I have read, understand and agree to the above.