

SAN DIEGO MESA COLLEGE Fee Deferment Information Sheet

Where can I get a Fee Deferment Application?

Fee Deferment Applications are available in the Student Affairs Office, Veterans and Records Office, Accounting Office, or Financial Aid Office.

What is a Fee Deferment?

A Fee Deferment is an exception to the District/College's tuition/fees payment policy. It is a Promissory Note between the college and you, the student, stipulating the method of payment and payment schedule to be used in meeting your educational expenses during your enrollment at Mesa College.

What is the purpose of the Fee Deferment?

The Fee Deferment allows students who are unable to pay mandatory tuition and fees in a timely manner due to an "extenuating circumstance" to remain enrolled and to make scheduled payments.

What is an "extenuating circumstance"?

An extenuating circumstance is defined by Mesa College as follows:

- An **unforeseen or unexpected financial hardship** due to a circumstance beyond the student's control such as: a death in the family, medical emergency, job loss, etc;
- Unforeseen/unusual delay in receipt of federal and state financial aid despite timely application;
- Delay in receipt of third-party tuition, e.g., private scholarships, rehabilitation benefits, military tuition assistance, despite timely application;
- Extenuating circumstances must be appropriately documented prior to application for deferment. For example, students receiving aid must have financial aid file completed; scholarship recipients must have a scholarship authorization on file; death, illness, or loss of employment must be verified.

Who is eligible for Fee Deferment?

- Financial Aid students with extenuating circumstances and appropriate recommendation from the Financial Aid Office
- Veterans with appropriate recommendation from the Veterans and Records Office
- Students receiving benefits/scholarships from a third-party agency (rehabilitation, military, private scholarships, Bureau of Indian Affairs, etc.)

If you qualify for a Fee Deferment, the following steps must be completed in a timely manner:

- Complete a Fee Deferment Application
- Obtain a letter of recommendation from the appropriate office, i.e., Financial Aid, Veterans and Records, International Students Counselor, etc.
- **Bring the above-mentioned documents to the Student Affairs Office at least five (5) days prior to the date the fee deferment is needed, not on the day you will be dropped from class(es).**
- Check the status of your application 2-3 days after submittal.
- Pick up approved application from the Student Affairs Office and bring original copy to the Accounting Office in person.

Things you should know about a Fee Deferment:

- Eligible students must be able to demonstrate sufficient income to make payments on a deferred schedule.
- Students with an unpaid balance from a previous semester (due to unpaid tuition, returned checks, unpaid book loans, A.S. loans, or other “holds”) will **not** be eligible for a Fee Deferment. **No exceptions.**
- Fee Deferment applications require 4-5 working days to process.
- An approved Fee Deferment Application is valid only for the period indicated on the Deferment Application.
- A Fee Deferment is **not** a time-payment plan.
- **A qualified student needs to submit a partial payment of 50% of the total fees upon submission of the Deferment Application, and final payment by the Friday before the final withdrawal deadline for the session, OR the date indicated in the payment schedule, whichever occurs first.**
- You are responsible for checking the status of your application.
- You are responsible for picking up your application from the Student Affairs Office and forwarding the approved application to the Accounting Office.
- **A Fee Deferment is an exception to the policy and must be requested only as a last alternative. The District/College is not obligated by law to provide Fee Deferments.**

Any questions concerning Fee Deferments may be directed to the Student Affairs Office, Veterans and Records Office, Accounting Office, or Financial Aid Office. Fee Deferment Applications are available in the offices listed above.