

SUNY BOARD POLICY

TITLE: Tuition Deferral

POLICY #: FA 63-21 (SUNY)

DATE OF BOARD OF TRUSTEES APPROVAL: N/A

RESOLUTION #: N/A, 23-13

POLICY STATEMENT: SUNY's Regulations for Community Colleges do not address policy tuition deferrals. However, the SUNY policy for State Operated Campuses (Doc number 7301 dated 06/01/2018) states:

Deferrals

A deferral of payment is defined as a temporary postponement of all or part of a student's payment beyond the date when full payment would otherwise be required. Campus procedures shall ensure the timely receipt of payments of charges on which deferrals are based. For students who have deferred outstanding charges, the repayment period should be for the shortest time period possible. Deferrals are categorized as either obligatory or discretionary on the part of the campus. A description of each follows.

- i. Obligatory Deferrals
An obligatory deferral is required when a student's charges are covered, in full or in part, by certain scholarships, awards, grants, benefits, or approved time payment plans, and when the student can show adequate proof of the coverage or program participation by the date payment would otherwise be required.
- ii. State and Federal Scholarships, Grants, and Fellowships
When a student's charges are supported by state and federal scholarship programs (e.g., TAP, Excelsior, Pell), grants, or fellowships the charges shall be deferred in the amount of such support if the campus has official notice of the amount of the award from the Grantee (e.g., New York State Higher Education Services Corporation).
- iii. State University Institutional Scholarships
When a student's charges are supported by State University Institutional Scholarships, the charges shall be deferred if the award has been approved by the campus financial aid officer.
- iv. Vocational Rehabilitation Sponsorships
When a student's charges are supported by an award from the office of vocational and educational services for individuals with disabilities (VESID), and the campus

has received a notice of authorization or voucher, the charges shall be deferred in the amount of the support.

v. Veterans Benefit Payments

When a student's charges are supported by veteran benefit payments, the charges shall be deferred in the amount of the benefit if the following conditions are met:

The student files a request for deferral and submits it to the campus bursar's office along with proof:

- that a claim for benefits has been filed;
- of eligibility for benefits;
- of extent of entitlement for benefits; and
- of the need for a deferral until receipt of such benefits.

Installment (time) Payment Plan

A campus which uses one or more commercial time payment plans for the collection of student charges, or which administers its own time payment plan, shall defer payment on that portion of a student's charges covered by the plan for the term. Time payment plans are subject to the following conditions:

- 1) The use of any commercial or campus time payment plan will not adversely affect campus revenue projections.
- 2) A campus which chooses to offer its own time payment plan may charge a fee (to be approved by the vice chancellor and chief financial officer) to cover the actual costs of administering the program, and deposit such fees into an income fund reimbursable (IFR) account approved for such purposes. A complete description of the time payment plan, including the administration and accountability for this program, must accompany the campus fee request. This fee should be included with the first payment.
- 3) All time payment plans shall be scheduled for payment in full no later than the end of the semester, term, or quarter, as applicable.
- 4) For those time payment plan payments that are not received by the time payment plan due date, a late fee may be imposed as of that due date.

BACKGROUND: This amended policy allows campuses the ability to use commercial time payment plans for the collection of tuition or to establish their own time payment within the guidelines outlined above. Additional information on file with the Bursar's Office.

This policy was amended in 2024 to refer to SUNY's policy for state-operated campuses, per Doc. Number 7301 dated 6/1/2018.

Revised: 4/22/2024