



**POLICIES**

Effective Date: July 1, 1995

Interim Date: July 21, 2015

Revised: July 1, 2015

Approved by: James E. K. Hildreth, Ph.D., M.D.  
President and Chief Executive Officer

Subject: Division of Finance - Policy on Payment of Full Tuition and Fees

**PURPOSE:**

To provide written procedures for collection of tuition and fees due to Meharry Medical College. Policies and procedures for collection will be clearly communicated to all students and the procedures for collection will be applied impartially.

**POLICY STATEMENT:**

A student should not try to register until he/she has received official notification from the Director of Admission and Records. Each student is required to register in person and to complete his/her registration by paying all bills due. Financial arrangements may be made to defer amounts due for current registration **ONLY IF** all tuition and fees have been paid, pending receipt of previously arranged financial aid that is not in place at the time of registration **ONLY**. However, this deferment is allowable only to entering freshman and/or previously enrolled students who have no outstanding indebtedness to the institution, including all charges to the student's account during the previous period for bookstore, dental supplies, dormitory and others such charges, and if there are no amounts due for apartment rent or matured loans.

The dean may defer a student's payment of tuition on registration day if the following conditions are met: 1) award of a loan to that student, and/or 2) proof from the student of pending scholarship and/or fellowship and in an amount equal to, or greater than, the tuition due as processed through the Office of Student Financial Aid prior to registration. Deferred tuition must be paid prior to subsequent registration.

Students who fail to complete the financial arrangements required as a part of the registration process will be excluded from class attendance and all other facilities of the institution. No student is permitted to register after 7 days from the beginning of the semester without a statement of approval from the dean. In the case of late registration, applicable late fees will be assessed.



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As a requirement for eligibility to participate in commencement, and receive appropriate diploma, all students are required to pay in full all tuition, fees and other charges assessed for each academic year enrolled in the school.

Statements in the catalog concerning expenses and courses cannot be considered an irrevocable contract between the student and the school. The school reserves the right to change the requirements for graduation, schedules and cost of instruction at any time during the student's enrollment.

**Policy Reference:  
Executive Order 95-03**