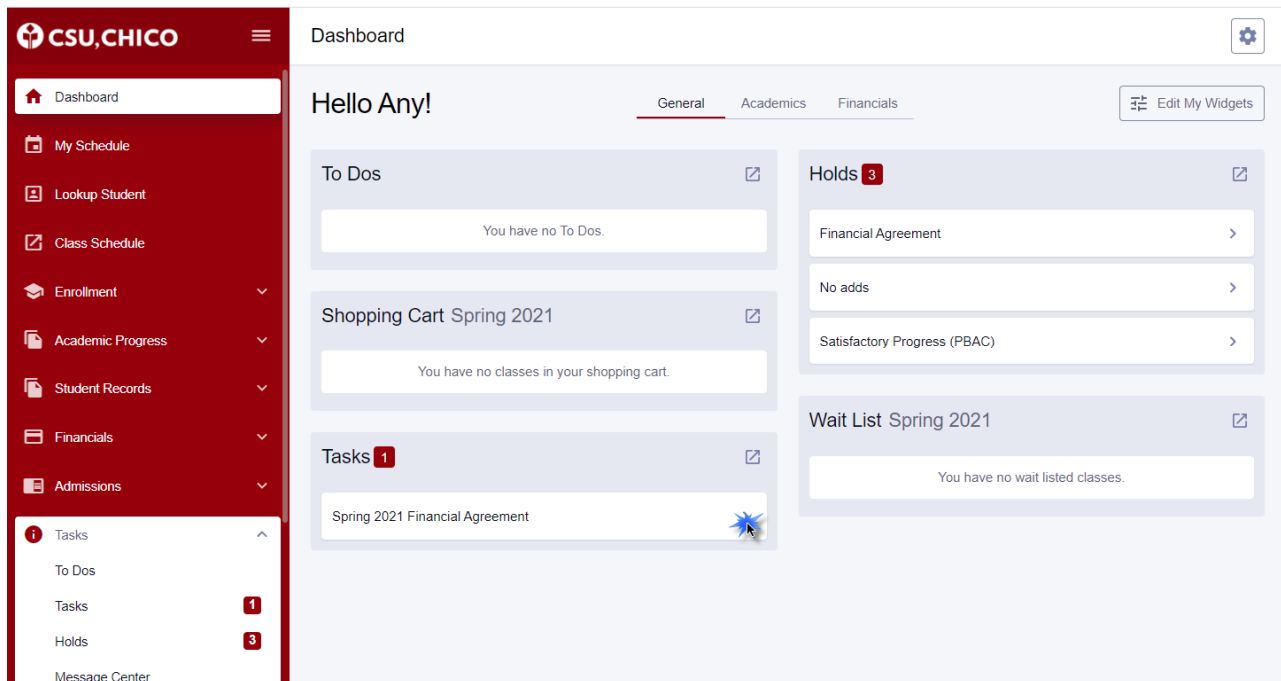


How to Complete the Student Financial Agreement

Training Description:

Students are required to complete a Financial Agreement prior to registering for any courses. Completing the agreement from the student center “Tasks”, establishes that the student understands that they are assuming all financial obligations associated with registering for courses offered by the University. A registration hold will be placed on their student account until the “Financial Agreement” is completed.

- Select “Financial Agreement” from the Dashboard Menu under the “Tasks” menu option.



The screenshot displays the CSU, Chico student dashboard. On the left is a red sidebar menu with options: Dashboard, My Schedule, Lookup Student, Class Schedule, Enrollment, Academic Progress, Student Records, Financials, Admissions, Tasks (with a red notification badge), To Dos, Tasks (with a red notification badge '1'), Holds (with a red notification badge '3'), and Message Center. The main content area is titled 'Dashboard' and 'Hello Any!'. It features three tabs: General (selected), Academics, and Financials. There is an 'Edit My Widgets' button. The dashboard contains several widget boxes: 'To Dos' (empty), 'Shopping Cart Spring 2021' (empty), 'Tasks' (with a red notification badge '1') containing 'Spring 2021 Financial Agreement', 'Holds' (with a red notification badge '3') containing 'Financial Agreement', 'No adds', and 'Satisfactory Progress (PBAC)', and 'Wait List Spring 2021' (empty).

- Read the Student Financial Agreement, select “Accept”, “Save”, and then the “Next” button.

Student Task WorkCenter

Fall 2019 Financial Agreement

Student Sample

Fall 2019 Financial Agreement - Student Financial Services 530-898-5936

Once you have reviewed the details please select **ACCEPT** and **SAVE** to confirm your agreement. Then click **NEXT** to continue.

I understand that when I register for any class at California State University, Chico or receive any service from California State University, Chico I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services. I further understand and agree that my registration and acceptance of these terms constitutes a promissory note agreement (i.e., a financial obligation in the form of an educational loan as defined by the U.S. Bankruptcy Code at 11 U.S.C. §523(a)(8)) in which California State University, Chico is providing me educational services, deferring some or all of my payment obligation for those services, and I promise to pay for all assessed tuition, fees and other associated costs by the published or assigned due date.)

I understand and agree that if I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule at California State University, Chico's [published schedule](#). I have read the terms and conditions of the published tuition refund schedule and understand those terms are incorporated herein by reference. I further understand that my failure to attend class or receive a bill does not absolve me of my financial responsibility as described above.

I understand and agree that if I fail to pay my student account bill or any monies due and owing California State University, Chico by the scheduled due date, California State University, Chico will place a financial hold on my student account, preventing me from registering for future classes, requesting transcripts, or receiving my diploma.

I understand and accept that if I fail to pay my student account bill or any monies due and owing California State University, Chico by the scheduled due date, and fail to make acceptable payment arrangements to bring my account current, California State University, Chico may refer my delinquent account to a collection agency. I further understand that if California State University, Chico refers my student account balance to a third party for collection, a collection fee will be assessed and will be due in full at the time of the referral to the third party. The collection fee will be calculated at the maximum amount permitted by applicable law. Finally, I understand that my delinquent account may be reported to one or more of the national credit bureaus.

I understand and agree that California State University, Chico uses e-mail as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from California State University, Chico on a timely basis.

I understand and agree that California State University, Chico and its agents and contractors to contact me at my current and future

1 Accept

2 Save

Date 03/23/2021

- Select “Finish” and then “Exit” to complete the task.

Student Task WorkCenter

Fall 2019 Financial Agreement

Student Sample

Task Completed

Task Completed

Select **FINISH** to complete the tasks and select **EXIT** to return to Student Center.

Finish

- Once the Agreement has been completed, the registration hold will immediately be taken off of your student account.

For further assistance contact Student Financial Services at 530-898-5936 or cash@csuchico.edu