



**REGULATION: FGCU-PR7.002**  
**Delinquent Accounts Receivable**

Effective  
Date of  
Regulation:  
09/18/07

The University shall enforce the collection of all delinquent unpaid and uncanceled accounts receivable through the use of lawful procedures.

- (1) Collection effort may include the employment of the services of a collection agency.
  - a. No collection agency shall be paid a commission in excess of 35 percent of the amount collected.
  - b. Any expense incurred by the University enforcing the collection of a debt may be added to the principal of such debt.
- (2) Students with delinquent accounts greater than \$5.00 shall not be permitted to register and shall have a “hold” placed on their records restricting the release of transcripts, awarding of diplomas and access to other resources and services of the University. This hold shall continue in force until the student debt is paid, settled, or discharged through federal court bankruptcy proceedings.
- (3) The following delinquent unpaid accounts receivable may be charged off as uncollectable:
  - a. The University Controller is authorized to charge off accounts with past due balances of \$99 or less when accounts become at least six (6) months old and the cost of further collection effort or assignment to a collection agency would not be warranted.
  - b. The Vice President for Administrative Services and Finance is authorized to charge off past due balances of \$100 or more when accounts are at least 2 years delinquent and after all reasonable and lawful collection attempts have failed.

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*Action by Florida Gulf Coast University Board of Trustees:*

Approved 9/18/07

*Law Implemented:*

1010.03 F.S.

*Effective Date of Regulation:*

Approved: 9/18/07

*History of Regulation:*

New 9/18/07