

Statement of Student Rights and Responsibilities

At Mercer University, we value all of our students and we treat all members of our community with respect. Therefore, we consider it our obligation to ensure that you are provided with information regarding student rights and responsibilities and your financial obligations incurred at the time of registration.

Official university policies (including information on student rights and responsibilities) are located in the Academic Catalog, University Student Handbook, and the Student Handbook for your school/program. Academic Catalogs are available online at <https://registrar.mercer.edu/>, and student handbooks are available at <http://provost.mercer.edu/handbooks/studenthandbook.cfm>.

Please read the following statements and select the checkbox before submitting. Submission indicates that you have reviewed, understand, and agree to abide by these policies.

- I have reviewed my Academic Catalog and Student Handbook and agree to abide by all university policies.
- I understand and agree that Mercer University uses e-mail as an official method of communication.
- I understand that I am required to complete Sexual Misconduct/Title IX Training.
- I am responsible for the accuracy of all information I submit to Mercer University.
- I accept responsibility for ensuring that all required and elective courses for which I register are appropriate to my degree(s)/program(s).
- I agree to notify the Office of the Registrar of any withdrawal, or other change that affects my enrollment status in any class, or be subject to academic and/or financial penalties.
- I accept responsibility for all charges incurred as a result of my registration.
- In the event I qualify for financial aid funds, I authorize the University to use these funds to pay for allowable charges including, but not limited to tuition, fees, room and board. I understand that, due to federal regulations, my financial aid package is based upon a minimum registration requirement after the drop/add period. If the minimum requirements are not met, I will not be eligible for certain aid programs, and I will be responsible for paying any balance in full.
- Students who do not pay the balance (minus pending financial aid) in full by the due date will be charged monthly late fees and are subject to having their registration canceled. Unpaid accounts will be turned over to collections. Students with past due balances are not permitted to register for future terms or obtain diplomas until the account is resolved.
- **I understand that my failure to pay any sums due to Mercer University by the end of the term may result in the submission of my account to our internal collections department where I agree to pay a one-time service**

transfer fee of \$75, a late fee of \$5.00 for each thirty (30) days that the payment is past due and interest accrued monthly at the rate of 9% for the life of the balance. I also understand that my account may be submitted to an outside collection agency. In the event my account is transferred to an outside collection agency, I agree to pay the fees of any collection agency, which may be based on a percentage, up to the maximum amount permitted by applicable law, but not to exceed 33.3% of the debt, and all costs and expenses, including reasonable attorneys fees Mercer University incurs in such collection efforts.

- I understand that administrative, clerical, or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees, and other associated financial obligations assessed as a result of my registration at Mercer University.
- If I am a U.S. citizen and meet other required criteria, I agree to allow Mercer University to electronically deliver my 1098T Form annually, unless I choose to opt out of this delivery method and receive a paper copy.
- I agree to provide my Social Security number (SSN) or taxpayer identification number (TIN) to Mercer University upon request as required by the Internal Revenue Service (IRS) for Form 1098-T reporting purposes. If I fail to provide my SSN or TIN to Mercer University, I agree to pay any and all IRS fines assessed as a result of my missing SSN/TIN.

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