

EACC  
Board Policy

BP  
6-13

Delinquent Accounts

The Vice President for Business Affairs shall exert every effort to collect all delinquent accounts but may charge off such accounts as may prove uncollectible in accordance with rules and regulations of the Department of Finance and Administration.

The College may employ the services of a collection agency when deemed advisable in collecting delinquent accounts.

Legal Reference:

Policy Adopted: June 20, 1974  
Policy Amended: September 9, 2004

EACC  
Administrative Policy

AP  
6-13

Delinquent Accounts/Student Accounts Receivable

The Vice President for Finance shall exert every reasonable effort to collect all delinquent accounts, but may charge off such accounts as may prove uncollectible in accordance with rules and regulations of the Department of Finance and Administration. Delinquent accounts shall be written off of the college's financial statements annually to maintain a conservative perspective of uncollectible accounts in relation to the institution's current financial position at any given time. These account balances shall be kept on file for two years (while collection attempts are made) before they are sent to the Arkansas Department of Finance and Administration to be collected by way of income tax refund garnishment.

Students with delinquent balances may have a hold placed on their account and may not be permitted to register for future classes or receive a transcript/diploma until payment arrangements have been made.

The College may employ the services of a collection agency when deemed advisable in collecting delinquent accounts.

A student accounts receivable aging report will be provided annually to the Board of Trustees.