

Board Policies

ADMINISTRATIVE AFFAIRS

157.00 – STUDENT ACCOUNT BAD DEBT WRITE-OFF

Student accounts are reviewed for collection each semester per policy 412.00 Payment of Tuition and Fees. Outstanding accounts may be turned to a collection agency and/or the State of Kansas Setoff program. The college will identify when it is appropriate to write-off account balance as uncollectible.

A student account is determined to be uncollectible if it meets one or more of the following criteria and will be written off the college books:

1. The account has been listed with a Collection Agency for at least 5 years.
2. The debt has been discharged in bankruptcy.
3. The debtor has passed away.
4. The amount of the account is under \$25.00 and is not cost effective to continue collection efforts.

Adopted: June 21, 2021