



Student Financial Services

Returned Check Policy

All returned checks are processed by the bank twice before deemed insufficient. All returned checks are initially returned by the bank to the Controller's Office, then forwarded to the Cashiers Office. Upon receipt of a returned check, Student Financial Services will determine the depositing unit or account which accepted the check.

Morehouse College will charge a returned check fee for each returned check as specified in the annual fee schedule. Returned checks must be paid by certified funds. The charge is \$59 for each returned check.

The following procedures will be initiated based on the depositing unit or account credited:

Tuition & Fees, Housing & All Other Miscellaneous Payments.

The collection process will be administered by Student Financial Services. The amount of the returned check will be reversed from the student's account in which it was credited. As a result, a financial hold will be placed on the Student Account which will prevent registration, transcripts, and grades. In addition a late fee will be assessed upon the account. The Financial hold will be removed from the student's account when the amount of the returned check **and** the returned check fee is paid to the Student Financial Services Office.

1. Checks cannot be accepted for same day Housing Check In. If a student desires to obtain financial clearance on the same day, cash, credit cards or bank wires can be accepted.
2. If a check is returned twice, no further checks can be accepted for payments on the account.

Please note all balances are due August 1st for the fall semester. December 1st for the spring semester.