



## **Payment Policy**

Electronic billing statements are generated at the beginning of each month to all accounts with outstanding balances. Students will receive an e-mail in their Marquette email account notifying them that the e-bill is available to view in CheckMarq. It is the student's responsibility to view their e-bill and if necessary forward on to their bill payer.

A student's registration is not considered complete until all tuition, fees and housing are paid. Students whose accounts reflect that the payment has not been made, or that are otherwise delinquent will have a registration block, transcript block, and diploma block placed on their accounts. There will be a \$100 fee for the removal of the block. Failure to pay any balance when due may result in the cancellation of a student's registration for the current academic term, referral of the account to a collection agency, legal action to collect any balance due, or any combination thereof. If the University must take legal action to collect any unpaid balance, the student will be responsible for all fees and costs incurred by the University to collect the unpaid balance. Students who do not plan to attend the university are responsible for dropping classes through CheckMarq and notifying their respective college office.