

# Billing and Payment Procedures

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Tuition, fees and all associated charges are to be paid in full by the first official day of the semester (click here (<http://catalog.uah.edu/general-information/academic-calendars/>) to find first official day of semester). Acceptable forms of payment are:

- Cash
- Personal Checks
- Money Orders
- Cashier's Checks
- Traveler's Checks
- Electronic Checks
- Credit Cards/Debit Cards (VISA, MasterCard, American Express, or Discover - 2.85% service fee applies)

Payments may be made online through the student account or in person at the Bursar's Office (SSB 123). Students who do not pay their bill in full or have an active payment plan by the first day of the semester are assessed a \$50.00 late fee and a transcript hold may be placed on the account. Students who have any remaining balance on the last official day of the semester will be dropped from any future semester registration and an AR hold will be placed on the account. The University assumes no responsibility for students who attend classes without official enrollment. For summer sessions, please check dates in the [Academic Calendar](http://catalog.uah.edu/general-information/academic-calendars/) (<http://catalog.uah.edu/general-information/academic-calendars/>) and on the UAH website (<http://www.uah.edu/registrar/calendars/>).

Mail payments to:

The University of Alabama in Huntsville  
Bursar's Office  
Student Services Building, Room 123  
Huntsville, AL 35899-5050

## Payment Plans

Payment plans are available to students each semester. UAH partners with Flywire Payment Solutions to offer student payment plans. For more information, or to set up an installment plan, click here. (<https://www.uah.edu/bursar/installment-plans/>)

## Balances

Past due balances are a debt owed the State of Alabama and appropriate action will be taken to collect all balances. Holds will be placed on all student accounts that have past due balances. This hold prevents students from receiving grades and transcripts and from registering for another semester at UAH. To the extent permitted by the laws of the State of Alabama, any costs to collect a past due account, to include collection agency charges and attorney fees, will be charged back to the student who shall be liable for payment of those charges.

## Refunds

Students may drop a class through the Drop/Add period and receive a 100% tuition refund. Please check the UAH website (<http://www.uah.edu/registrar/calendars/>) for each semester's dates. A student desiring to drop one or more classes may do so on the UAH online registration site or by submitting a drop request form to the Registrar's Office, SSB 120. The date of the drop request is the date the written request is received at the Registrar's Office.