



San Diego Community College District
Deferment Application/Contract

DRAFT

- ☐ City
☐ Mesa
☐ Miramar

All questions must be answered before your application will be received.
Please use black or blue ink and print clearly.

Name: _____ Student ID Number: _____
Last First MI
Address: _____ Birth Date: _____
Street City State Zip
Telephone: (Home) _____ (Work) _____ E-mail: _____
Annual Income: _____ Place of Employment: _____
Name of Supervisor: _____ Source(s) of Income: _____

Financial Aid and Registration Information (Appropriate documentation must be attached)

I will be receiving: **(Check all that apply)** Date Applied: _____ Amount: _____

- ☐ Pell Grant ☐ CCPG ☐ Federal Direct Loan
☐ Military Educational Benefits (Montgomery GI Bill, Military Assistance Program)
☐ Other: _____

Are you a California Resident? ☐ Yes ☐ No

Semester of Registration: Spring 20 _____ Summer 20 _____ Fall 20 _____

I plan to register for _____ units this semester. Date of Registration: _____ Amount to be Deferred: _____

In the space below, provide an explanation of extenuating circumstances that require you to defer your fees **(be specific)**.

I plan to repay the deferment in the amount of: _____ by the following date: _____

Please read and initial all of the following statements:

_____ I acknowledge and certify that the above information is accurate and correct and further recognize that falsification of any information is grounds for disqualification. If approved for a deferment, I agree to make a partial payment of 50% of the total fees due upon submission of this application, and final payment by the date indicated in the payment schedule in the box below.

_____ If I am administratively dropped after census because my deferred payment deadline is past census, I will receive a "W" in each of the courses I am currently enrolled in this semester on my academic record, which may affect my academic standing, as well as my financial aid eligibility.

_____ I understand that I am still responsible for this financial obligation even if I drop, stop attending, or never attended classes, or am administratively dropped from classes after the refund period.

_____ I understand that if approved, the deferred balance will not show on my mySDCCD account; therefore, all payments must be processed in the Accounting Office.

_____ I understand that if I have pending financial aid loans, I will be notified by the Accounting Office that the check is ready for my endorsement, and that funds will be used to first pay the deferred fees and any remaining balance will be processed no later than 10 business days.

_____ I understand that if approved, any increase in my enrollment level is not covered under this agreement and all additional tuition and fees must be paid in full.

Student Signature: _____ Date: _____

OFFICIAL USE ONLY

Total Amount Deferred: \$ _____ Payment Due Date: _____

☐ Approved ☐ Denied Signature of Dean: _____ Date: _____

GENERAL INFORMATION:

- Deferments are for tuition and enrollment fees and are only based upon extenuating circumstances. This does not include the health fee, A.S. card, or other fees.
 - Students **must be currently enrolled** in courses at the college to which they apply for a deferment. A student may only apply for a deferment at the college where the majority of the classes are held.
 - This requires a 2-4 day processing period. Last minute requests may not be processed. No deferments will be considered after the submission deadline. Requests for extensions will not be considered.
 - To be considered for a fee deferment, students must first apply for financial aid.
 - Students who qualify for the CCPG, will not be eligible for a deferment. Visit the Financial Aid Office for more information.
 - Deferment requests will be reviewed by the Office of Student Affairs. Supporting documentation reflecting that financial resources are pending must be included with the application. If approved, it becomes a contract between you and the college as to how you will pay your registration by the designated deadline.
 - It is your responsibility to contact the Student Affairs Office if you wish to cancel the deferment.
 - All payments for deferred fees must be made by the payment due date specified on the deferment contract, or you will be dropped from classes.
 - **IMPORTANT: If you are administratively dropped after the census date because your deferred payment deadline is past census, you will receive a “W” in each of the courses you are currently enrolled. If that were to happen, both your academic standing, and financial aid eligibility may be affected.**
 - Deferment payment delinquency is cause for future deferment ineligibility.
 - An administrative hold will be placed on your record if you do not meet the conditions of an approved deferment.
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PROCESS:

Student should complete application and be prepared to:

1. Clear any holds on your account. **No exceptions.** Contact the appropriate department to clear them.
2. Pay **50%** of total tuition/enrollment fees plus the mandatory health fee.
3. Pay the deferred amount in full by the **Payment Due Date** specified on your deferment contract.

Deferments are not automatic. Follow-up with Student Affairs staff to find out if your deferment was approved by the Dean of Student Affairs.

DEFERRED FEE PAYMENTS CAN BE MAILED TO THE FOLLOWING: (Do not mail cash payments)

SAN DIEGO CITY COLLEGE

Attn: Accounting Office
1313 Park Boulevard
San Diego, CA 92101

Room A-256

SAN DIEGO MESA COLLEGE

Attn: Accounting Office
7250 Mesa College Drive
San Diego, CA 92111

Room I4-106

SAN DIEGO MIRAMAR COLLEGE

Attn: Accounting Office
10440 Black Mountain Road
San Diego, CA 92126

Room K1-205