

**Palm Beach State College****Board Policy**

<b>TITLE</b>	Delinquent Accounts	<b>NUMBER</b> 6Hx-18-4.50
<b>LEGAL AUTHORITY</b>	1010.03 FS; 1001.64 FS, 1001.65 FS	<b>PAGE</b> 1 of 1
<b>DATE ADOPTED/AMENDED</b>	Readopted 2/27/1975; Amended 6/19/2001; Amended 11/15/2022	

**Policy:**

The College will make a reasonable effort to collect any unpaid balance of tuition, fees, and related charges. The District Board of Trustees grants the President and/or designee(s) authority and responsibility to attempt to collect delinquent accounts in accordance with the established delinquent account procedure. Delinquent accounts may be turned over to an outside collection agency for collection of the debt. Collection costs may be incurred by the student or entity for which the delinquent amount is owed. The College will write off accounts that prove to be uncollectible based on the following thresholds.

1. All account balances less than \$50 that have been delinquent for a period of one year or more and are determined to be uncollectible, shall be presented to the Board as charged off bad debt.
2. All account balances equal to or above \$50 that have been delinquent for a period of two years or more and are determined to be uncollectible, shall be presented to the Board as charged off bad debt.