I. INTRODUCTION

All students of the precincts and localities of the Ana G. Méndez University will be responsible for the payment of the total cost of their studies. At the time of enrollment, the student must identify their payment method.

II. GENERAL PROVISIONS:

1. The maximum balance tuition debt allowed per semester per student is one thousand eight hundred dollars ($1,800) in dept per student is allowed annually.

2. A maximum of $200.00 in debt can be rolled over from one academic year to another.

3. Students may request a payment plan to pay off his/her total debt, according to the limits set forth above.

4. Any student which avails from a payment plan must pay their debt balance on or before the following dates, as per the corresponding academic term:

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 15</td>
<td>April 15</td>
<td>July 15</td>
</tr>
</tbody>
</table>

5. Any student enrolled in a Part of term modality should complete his payment plan on or before the last day of his course.

6. A fifty-dollar ($50.00) penalty fee will be charged to the student’s account if he/she does not comply with the payment plan schedule deadlines mentioned above.
7. Students must keep informed about the institutions costs and payment rules as indicated in the Tuition and Fees Bulletin for the corresponding institution. This information is available at each of the institution website, at the following addresses:

http://www.suagm.edu/une  http://www.suagm.edu/umet
http://www.suagm.edu/ut  http://agmonline.suagm.edu

8. The student's tuition costs will be calculated enrolled course fees and others applicable costs. Courses are billed bases on credit hours.

9. The following payment methods are accepted in our institutions:

   a. Bursar Office cash, debit/credit cards, money orders, and/or management’s or certified checks (Pay to the Oder of UAGM) and electronics transfers.
   b. Mi UAGM Web Portal (ACH-Checks, Most Major Credit Cards)
   c. International Students – Only Wire Transfers

10. Students must pay in full any outstanding debt balance before requesting any official document from the institutions.

III. GRADUATE AND DOCTORAL STUDENTS

1. Graduate and/or doctoral students can enroll, if he/she makes an initial payment in cash, equal to or greater than fifty percent (50%) of their total debt balance.

2. Any outstanding debt balance must be paid in full on or before the dates set forth above (section II, subsection 3 and 4).

IV. EFFECTIVE DATE

1. This policy is effective as of the academic year that begins on August 1, 2017.