



### Billing Account Terms and Conditions (Revolving Charge Agreement)

The University of Oregon offers extended payment terms utilizing a revolving charge account program as authorized by the Oregon State Board of Higher Education (OAR 580-040-0041.) Participants in the revolving charge account program shall sign a revolving charge account agreement and abide by the terms and conditions of the program as set forth in that agreement. The student billing account is established in the student's name and is used for most charges incurred at the university. See Oregon Administrative Rules 571-060-0005 through 571-060-0040.

**Complete and return this signed form to:**

**Mail**

University of Oregon  
Student Billing Department  
PO Box 3237  
Eugene, OR 97403-0237

**In Person**

Business Affairs Office  
Student Billing Department  
First Floor  
Thompson University Center (TUC)

**Email or Fax**

Please return both sides of agreement  
stubills@uoregon.edu  
(541) 346-6049

<b>Please print clearly</b>		
Last Name	First	MI
UO assigned Student ID Number		Birth date (mm/dd/yyyy)
Current Address		
Street, apartment number		
City	State	Zip
<p><b>Permanent address (if different from above):</b> used primarily for correspondence and 1098-T tax statements. This address is not used for mailing billing statements. Please refer to Duckweb to view billing statements and to establish online access for authorized payers.</p>		
Address		
C/O	Phone Number ( )	
		Area code
City	State	Zip
<p><b>Read carefully the terms and conditions for your student account.</b></p> <p>I understand and agree to comply with all terms and conditions as stated on the other side of this contract. I understand that I may pay any outstanding amounts in full at any time without additional penalties being imposed.</p>		
Student Signature _____		
Date _____		

An equal-opportunity, affirmative-action institution committed to cultural diversity and compliance with the Americans with Disabilities Act.

# University of Oregon - Terms and Conditions

## Revolving Charge Account

### DEFINITIONS:

**Student** - Any person who is currently or has in the past been enrolled at the University of Oregon.

**Authorized Payer** - Any person the student authorizes to have access to his/her billing statement online in QuikPAY.

**Due Date** - Date set by the University of Oregon for payment, as specified on the billing statement or other form of notification, such as the class schedule.

**Future Due Charges** - Amounts shown on the account, which are due at a future date not in the current billing cycle.

**Grace Period** - The amount of time after the due date a payment can be made without incurring interest and billing charges.

**Statement Balance** - Total amount of account balance at the end of the billing period.

**Total Due** - All charges on the billing statement that are due and must be paid by the end of the grace period to avoid interest charges and billing charges.

**Past Due** - The total of unpaid amounts that are due, including fees, charges, interest and penalties. Amounts are considered past due when not paid by the due date. The past due balance does not include any new charges added to an account since the last billing or charges assigned future due dates.

**Delinquent Account** - Any account on which the required payments have not been received and credited.

**Initial Registration** - The first registration action for a (future) term. This action should take place as soon as possible after a student's assigned registration time as noted on the Registration Priority Schedule available on the Registrar's website.

**1. Eligibility.** Any person, organization or agency that incurs charges, fines, or penalties at University of Oregon is eligible to participate in the Revolving Charge Account program. The university may deny use of installment payment privileges to those who do not have a good credit history with the university and to anyone who has been in default status on a student loan.

**2. Required Payments.** Students must pay all past due amounts and the current term's tuition and fees by the designated due date. Any unpaid balance is subject to the terms and conditions of the Revolving Charge Plan. The option to pay the unpaid balance in full always exists. Specific payment dates are listed on the Academic Calendar and Deadlines page of the Registrar's website and on the Payments page of the Student Billing Department's website. Students must pay, in full, all tuition and fees incurred in any given term or semester prior to the start of the next term or semester.

**3. Interest Charges.** University of Oregon charges interest on the Total Due amount not paid within the grace period.

Balance Computation Method – The annual rate is 9 percent. Periodic rate of interest is .75 percent per month, or fraction thereof, of the unpaid total due balance remaining on the account as of the tenth of the month.

**4. Penalties.** University of Oregon may impose penalties on delinquent accounts as follows:

a. A billing charge of \$6.00-\$10.00 will be charged on the next billing date if the total amount due has not been paid during the grace period.

b. Registration may be denied or canceled.

c. The extension of credit, provision of services, grade reports, transcripts, diplomas, and/or graduation may be withheld.

d. Removal or eviction from student housing may result from nonpayment of room or board.

**5. Credit Reporting.** The status of the account may be reported to credit reporting agencies.

**6. Collection Costs.** Accounts may be referred to the Oregon Department of Revenue and/or outside collection agencies. I agree to reimburse the University of Oregon the fees of any collection agency, which may be based on a percentage at a maximum of 28% of the debt, and all costs and expenses including, but not limited to reasonable attorneys' fees the University of Oregon incurs in such collection efforts. In addition I understand and agree that charges may be assessed for each collection letter issued on accounts which become 90 or more days delinquent and I agree to pay all costs and charges incurred in the collection of any amount not paid when due, including, but not limited to, credit reporting fees, skip-tracing services fees, Oregon Department of Revenue charges, collection agency charges, reasonable attorney's fees, (including attorney fees on appeal) and court costs.

**7. Address Updates.** Any person using the Revolving Charge Account program must promptly update the mailing address in DuckWeb or notify the Student Billing Department for any change in address. Contact the Office of Registrar for name changes.

**8. Authorization.** I authorize the University of Oregon and its respective agents and contractors to contact me regarding my account, including payment of past due amounts, at the current or any future number that I provide for my cellular phone or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

**9. Billing Rights Summary.** In case of errors or questions a debtor may challenge a charge within sixty days after the first bill on which the suspected error or problem appeared, by directing his or her inquiry to the office initiating the charge. If an error occurred, affected charges will be adjusted.

**10. Governing Law.** This contract shall be governed in all respects by the laws of the State of Oregon without regard for any conflict of choice-of-law principles. Both parties hereby submit to personal jurisdiction in the State of Oregon and further agree that any cause of action arising under or relating to this contract shall be brought exclusively to the Lane County Civil Court.

**11. Notification of Changes.** University of Oregon may amend these terms and conditions without securing a new agreement. University of Oregon will notify you of any changes in interest, charges or fees in advance of the change. Your continued use of the Revolving Charge Account program constitutes your acceptance of the new terms and conditions.