

**SOUTHERN METHODIST UNIVERSITY**  
**STUDENT RIGHTS AND RESPONSIBILITIES**

February 10, 2023

By signing and agreeing to this agreement with Southern Methodist University, I acknowledge that I will adhere to the terms, policies and procedures as set forth in the [Student Rights and Responsibilities](#), which are hereby incorporated by reference. It is my responsibility to read, understand and remain in compliance. I understand I can direct questions about this document to the Office of the University Bursar. [Bursar Contact](#).

**FINANCIAL RIGHTS AND RESPONSIBILITIES**

The Office of the University Bursar's mission is to provide quality service in achieving financial resolutions for students and their families. To provide students and their families with a full understanding of their financial obligations, we have incorporated this information into the registration process. Students will be prompted to read and agree to these terms each semester before enrolling in classes.

**PAYMENT OF FEES/PROMISE TO PAY**

I understand that when I register for any class at Southern Methodist University, I am solely responsible and obligated for the timely payment of University tuition, fees, and other charges incurred by myself or on my behalf at Southern Methodist University. Regardless of any expected reliance on third-party resources, including but not limited to financial aid, family gifts, employer reimbursement or any other external resource, I remain personally responsible for paying any and all outstanding balances, which collectively represent my student financial obligation. I understand that the enrollment action constitutes a binding obligation between the student and Southern Methodist University and all proceeds of this agreement will be used for educational purposes and constitute an educational loan pursuant to 11 U.S.C. § 523(a)(8).

**WITHDRAWAL POLICY**

I understand that in accordance with Southern Methodist University's Office of the University Registrar's withdrawal policy and the refund schedule as published in the [Financial Information Bulletin](#), my effective date of withdrawal will determine the amount of credit that I may be eligible to receive, thereby reducing the total amount of fees owed to Southern Methodist University. Students are encouraged to discuss the financial implications of their withdrawal with their Financial Aid advisor and the Office of the University Bursar before making the decision to withdraw. For more information about the withdrawal refund schedule, please refer to the Office of the University Bursar's website. For more information about the withdrawal process, please refer to the Office of the University Registrar's website.

**METHOD OF BILLING**

I understand that Southern Methodist University

paying my bill after the due date. I understand that I will receive an e-bill notification at my Southern Methodist University email (i.e., @smu.edu) address when my e-bill is ready for viewing and payment.

## **DELINQUENT ACCOUNT/COLLECTION**

**Financial Holds:** I understand and agree if my account is delinquent, Southern Methodist University, in addition to assessing applicable late fees, may place financial holds on my student account, preventing me from registering for future classes, obtaining official transcripts or receiving my diploma.

voice or text messages,

## **AMENDMENTS OR CHANGES OF TERMS**

I understand that Southern Methodist University may in its discretion amend or change these terms at any time and from time to time, including, but not limited to, policies, procedures, charges, financial aid programs, refund policies and academic programs. I understand that I will be bound by any such amendment or change and such changes will apply to all outstanding unpaid indebtedness and to any future transaction on my account. I recognize that Southern Methodist University will notify me of these amendments each semester through the \_\_\_\_\_, accessible at the time of registration and online at the Office of the SMU Bursar's website.

In addition, I understand that Southern Methodist University reserves the right to change the time, location, and modality of courses for which I register, or alter course requirements and campus offerings due to circumstances beyond Southern Methodist University's control that may affect the health or safety of students or affect the educational function of the institution. Such circumstances include, without limitation, power failure, fire, strikes by University employees or others, damage by natural elements, epidemics, and acts of public authorities. Southern Methodist University will, however, exert reasonable efforts, when it judges them to be appropriate, to provide comparable services, facilities, or performance; but its inability or failure to do so shall not subject Southern Methodist University to liability.

## **FINANCIAL AID**

I understand aid described as "estimated" on my Financial Aid Award does not represent actual or guaranteed payment but is an estimate of the aid I may receive if I meet all requirements stipulated by that specific aid program.

I understand my Financial Aid Award is contingent upon my continued enrollment and attendance in each class upon which my financial aid eligibility was calculated. If I drop any class before completion, I understand my financial aid eligibility may decrease and some or all of the financial aid awarded to me may be revoked.

If some or all of my financial aid is revoked because I dropped or failed to attend a class, I agree to repay all revoked aid disbursed to my account and resulted in a credit balance refunded to me.

## **BILLING ERRORS**

I understand administrative, clerical, or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees, and other associated financial obligations assessed as a result of my registration at Southern Methodist University.

## **RETURNED PAYMENTS/FAILED PAYMENT AGREEMENT**

If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the payment plus a returned payment fee of \$30.00. I understand multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with Southern Methodist University may result in cancellation of my classes and/or suspension of my eligibility to register for future classes at Southern Methodist University.

## PRIVACY RIGHTS AND RESPONSIBILITIES

I understand Southern Methodist University is bound by the Family Educational Rights and Privacy Act (FERPA), which prohibits Southern Methodist University from releasing any information from my education record without my written permission. Therefore, I understand if I want Southern Methodist University to share information from my education record with someone else, I must provide written permission by following the procedure outlined on the [Unive](#)