

<b>Student Account Automatic Payment Plan Policy</b>	Policy Number	4.11
	Effective Date	June 3, 1997

**1.0 POLICY & PURPOSE**


Laramie County Community College recognizes that a student’s ability to pay in full at the time of their registration may impede access. Therefore, in order to provide students with greater access, credit students will be allowed to establish an automatic payment plan to pay their tuition and fees, residence hall charges and limited bookstore charges by enrolling in LCCC’s contracted third-party vendor payment plan.

**2.0 REVISION HISTORY**

Adopted on: 6/3/97  
 Revised on: 11/2/10  
 Revised on: XXX (Replaced 5201)

**3.0 PERSONS AFFECTED**

Persons and departments affected shall be eligible credit students, Admissions and Student Records, Financial Aid, and Accounting Services.

REQUIRED APPROVALS	NAME/SIGNATURE	DATE
Originator(s) Name(s)	Sabrina Lane, Accounting Compliance Supervisor	2/24/15
Ratified by College Council	Chad Marley, College Council Co-chair	3/27/15
Recommended by President (Signature)		3/27/15
Approval by Trustees (Signature)		