

Additional Fees and Penalties 2018-19

Withdrawal Fee

UCEAP Withdrawal Fees

Students will be assessed the UCEAP Withdrawal fee in the amount of \$500.00 if they withdraw or are administratively withdrawn after the pre-departure withdrawal deadline for their program. The pre-departure withdrawal deadline is noted in the Money Matters section of the [pre-departure checklist](#).

Additional Withdrawal Fees

As stated in the Student Agreement, additional penalties, including unrecoverable program costs and fees assessed by a host institution or third-party service provider abroad, may apply according to deadlines established by those entities. Program specific withdrawal penalties can be found on the Program Budget which is located in the Money Matters section of the [pre-departure checklist](#).

UCEAP Program Transfer Fees

Once you have been selected into a UCEAP program, you may be allowed to transfer your application to another UCEAP program without financial obligation, except for any third party provider fees, until the pre-departure withdrawal date of your original program. If you choose to transfer your application to another UCEAP program after the pre-departure withdrawal date, you will be financially responsible for a \$200.00 program transfer fee, as well as any third party provider fees. This transfer must be done no less than 2 weeks before the original UCEAP program's official start date. If the transfer occurs after that date, you will be assessed full withdrawal fees pursuant to the Withdrawal chapter of the [UCEAP Guide to Study Abroad](#). If you would like to transfer your application, please begin the process by contacting your campus study abroad advisor.

Additional fees for late payments, insufficient funds, and returned checks

Non-Sufficient Funds/Returned Item Fees

If payment made by check to your MyEAP student account is returned by the bank for any reason, your account will be assessed a Non-Sufficient Funds/Returned Item fee. If a check is returned, it is because two attempts were unsuccessfully made to deposit it. UCEAP does not have control over the timing of these attempts.

E-checks may also be returned. Your payment authorization may initially be accepted, yet returned by your bank because of non-sufficient funds in your account (NSF) or because you have provided incorrect routing or bank account numbers, or if the account is not ACH equipped.

If your Credit Card payment is dishonored, it will be treated as a returned item.

If your payment is returned by the bank, your MyEAP student account will be assessed a Non-Sufficient Funds/Returned Item fee. The first time a payment is returned, the fee will be \$25.00. If UCEAP receives any further returned items, the fee will be \$35.00. You will be assessed this fee regardless of the amount of the check or the reason it was returned. You may be required to repay with a money order or a cashier's check.

Late Payment Fee

You must pay at least the Minimum Amount Due reflected on the Payment Schedule to avoid late payment penalties. For the final Payment due date, the total amount due is located on your MyEAP student account. Late payment penalties in the amount of \$50.00 are assessed for each payment not received by the due date.

Extended Payment Plan Fee

The UCEAP Extended Payment Plan (EPP) offers an opportunity to pay your UCEAP program fees over an extended period of time. There is no interest charge; the Extended Payment Plan is an interest free loan. If you owe UCEAP money or have a history of payment difficulty, you may be denied an Extended Payment Plan. If you wish to sign up for an Extended Payment Plan, e-mail studentfinance@eap.ucop.edu.

There is a non-refundable EPP fee of \$25.00, which will be assessed to your MyEAP student account upon enrollment in the Extended Payment Plan.

EPP requires a first payment of at least 50 percent of the entire balance due, with 2 additional payments of 25 percent each prior to the end of the program. All payment must be made online. Each payment must be made according to the due dates reflected on the Extended Payment Plan, and be paid in full by the end of the program.

There will be a hold placed on your grades until your balance is paid in full.

A \$50 late payment fee will be assessed for a late Extended Payment Plan payment each month. One late payment may affect eligibility for future participation in the plan. Two late payments may cancel the Extended Payment Plan.

Entering into an Extended Payment Plan does not fulfill the financial obligations for the program until the outstanding balance on the extended payment plan is paid in full. Therefore, a student is not eligible for participation in a subsequent UCEAP program until any outstanding balances are paid in full.

Holds and Blocks

Grade Holds

If you have a balance remaining on your UCEAP account, your grades will be held until the balance is paid in full. To avoid a grade hold, make payments to your MyEAP account by the deadlines.

UC Campus Block

If you have a balance remaining on your UCEAP account after the final payment is due, a Registration block will be issued at your home UC Campus. To avoid a registration block, make payments to your MyEAP account by the deadlines, or enroll in an EPP and make payments accordingly.

Please note there is a waiting period before UCEAP will contact your campus to release the hold after a payment has been received.

- If a payment is received by a **cashier's check or money order**, we will notify your campus to release your UCEAP hold within **1 business day** from the date the payment is applied to your MyEAP account.
- If a payment is received by **eCheck**, we will notify your campus to release your UCEAP hold within **7 business days** from the date the payment is applied to your MyEAP account.
- If a payment is received by **personal check**, we will notify your campus to release your UCEAP hold within **10 business days** from the date the payment is applied to your MyEAP account.
- If a payment is received by **credit card**, we will notify your campus to release your UCEAP hold within **10 business days** from the date the payment is applied to your MyEAP account.
 - NOTE: students with overdue balance from a previous academic year will not be able to submit a payment with a credit card. You will need to submit the payment as cashier's check or money order (preferred), personal check, or eCheck.