

**AIKEN TECHNICAL COLLEGE
POLICY**

Policy Title: UNCOLLECTIBLE STUDENT ACCOUNTS	Policy Number: 6-5-103
Institutional Authority: Vice President for Administrative Services	
Associated SBTCE Policy:	
Associated ATC Procedure: 6-5-103.1	

Approved: *Susan Winsor* *Carlos Garcia*
President Commission Chairperson

Date Adopted: 07/01/2004
Date Revised: 03/10/2008

It is the policy of Aiken Technical College to follow established procedures for classifying uncollectible student accounts.

The Vice President for Administrative Services will present an annual list of uncollectible student accounts proposed for write off to the Aiken County Commission for Technical and Comprehensive Education for approval.

Policy Review		
Review Date	Reviewed By	Date Completed
07/01/2007		
03/10/2011		