

PAYMENT DEFAULT PROCEDURE TUITION FEE HZ UNIVERSITY OF APPLIED SCIENCES (hereinafter referred to as: HZ)

If the tuition fee cannot be debited in a month then you receive a payment reminder with the request to personally provide for payment within seven days. If this does not happen then you receive a payment demand with the request to pay, without additional charges, within fourteen days. Should this payment neither take place then the claim will be outsourced by HZ to the debt collection agency (Inkasso Unie). In that case your account at the HZ will also be blocked.

If the claim has been outsourced to the debt collection agency then the HZ will no longer be a party in terms of the relevant instalment of the tuition fee. The debt collection agency will charge costs for its activities to the party liable to pay the tuition fee. As long as a scheme has not been agreed on with the debt collection agency your account will not be unblocked.

If the tuition fee is not paid despite the aforementioned measures and if a payment scheme has not been agreed on with the debt collection agency then the Board of Governors of the HZ can terminate your enrolment as from the second month following the date of the payment demand. All as further outlined in article 35.4 of the Enrolment (Termination) Regulations for HZ Students and Extranei.

Students who still have a (tuition fee) debt of a previous school year and who did not agree on a scheme for this with the debt collection agency cannot again enrol with the HZ before this outstanding debt has been settled.

Students who receive two payment demands in a school year can be deprived of the option to pay in instalments for the subsequent school year. In that case the total payable tuition fee must be paid all in once at the start of the school year.

If the HZ cannot process the direct debit of the payable amount on two or more occasions during a school year where the amount is, however, still paid at a later stage, the option of payment in instalments can be revoked. In that case the total payable tuition fee for the relevant school year must be paid all in once. In that case there will not be question of repayment of the administration costs that were charged.

Clearly we hope that this will never happen, however should this unexpectedly be the case then we kindly request you to in case of problems contact the Finance Service in a timely fashion, available by telephone on number 0118-489189, by email via debiteuren@hz.nl or by going to room B114.