When you register every term, you will be asked to consent to a Student Financial Responsibility Agreement.

What is the Student Financial Responsibility Agreement?
The Student Financial Responsibility Agreement (herein referred to simply as the Agreement) informs students of the financial responsibilities associated with enrolling for classes, and explains the potential consequences that may be taken if a student fails to meet those obligations.

Why do I have to complete this agreement?
Our goal is to help our students understand the cost of their education and the financial policies associated with their enrollment at UTPB. This agreement helps define the University's expectations for payment, and allows us to clearly inform students of our policies related to e-billing, late payments, contact methods, etc.

How do I complete the Agreement?
The process for completing the Agreement is quick and easy, and should take students just a few minutes to do. Students will need to log into the Student Portal (my.utpb.edu), and click the Financial Responsibility Agreement item in their To-Do List. After verifying or changing current contact information, read the Agreement, then click the Accept box. Once accepted, students must complete the process by clicking the Submit button. That's all there is to do!

How often do I need to complete the agreement?
Students will be asked to complete the Agreement each term before enrolling in classes at UTPB.

How quickly can I enroll after completing the Agreement?
Completion of the Agreement will lift the account hold immediately and students will be able to proceed with registration.

What happens if I refuse to sign the Agreement?
The Agreement provides vital account information and potential consequences for non-payment. If a student chooses not to complete the Agreement, they will not be permitted to enroll for classes until the issue is resolved. Students with concerns about this policy are encouraged to contact Student Accounts at studaccts@utpb.edu.

What if someone else is responsible for paying my account (i.e. through a sponsorship or employer)?
All students hold ultimate responsibility for their account, including any unpaid balances should the third-party payer not pay completely, and as such, must accept the SFRA.

Why must I complete the Agreement if my tuition and applicable fees are being covered by the university or outside funding sources?
It is possible that students who have accepted financial aid may accrue charges on their account which are not covered by the university and/or outside sources of aid. For instance, students may be sponsored for tuition and fees only, and have housing, parking, meal plan and/or bookstore charges for which they are responsible. In these instances, students are financially responsible for those additional charges and, as such, must accept the Agreement. Additionally, in the event an account balance results from a change of circumstance in a funding source, students are responsible for the amount due.

What communications does the Agreement cover?
While a student at UTPB, we must be able to contact you regarding your academic and financial obligations and requirements. The Agreement applies to any contact made regarding your financial obligations to the university.

What is a Financial Agreement Hold?
Failure to complete the Agreement can result in a hold being applied to your account. This hold will prevent access to your grades, transcripts, and all registration-related activities.

Once I complete the Agreement, when will the hold be lifted?
The hold will be lifted immediately upon completing the agreement.