

Prepayment Requirement

Business Services requires all international students at Chemeketa to prepay for courses. This is the prepayment process:

1. All students have prepayment holds on their accounts that prevent registration for the next term.
2. A prepayment charge with a code of INPD is posted to students' accounts during the advising period (beginning week 5 of the current term).
3. The student pays the prepayment charge in full or sets up a monthly payment plan.
4. The student notifies International Programs staff that they have paid.
5. International Programs removes the registration hold.
6. The student can now register for classes.
7. Once the student is registered, actual registration costs for classes will appear on his or her account. If the actual cost is greater than the prepayment amount, the student will owe more money to the college. If the actual cost is less than the prepayment amount, the student will receive a refund.

Insurance charges are posted separately from prepayment charges with the code STIN. Insurance must be paid in full before a student is allowed to register for the upcoming term. See the next section for details

Prepayment for Fall Term

Prepayment is not required for fall term if students register for classes and pay by the given deadline (around one month before the start of the term). If students do not register and pay by the deadline, their classes will be dropped and they will have to go through the prepayment process in order to register. Reminders and deadlines will be sent out via email by IP staff.