



## Procedure Form

**Title:** Application of Payment

**Effective Date:** March 9, 2016

**Purpose:** To provide a consistent manner in which all payments are posted to a student account for transparency in the application of all forms of payment.

NJIT will post payments to all student accounts in priority charge order, including students eligible for any internal or external waivers.

It is the intention that all sources of payments, (described as all legal tender, scholarship, and grants) will be used to offset charges for all students prior the use of waivers; utilizing the Application of Payment order outlined below.

Application of payment order may only be superseded by special programs of State or Federal regulations, including but not limited to National Guard and/or Veterans programs.

All forms of payment to a student account will be posted to offset charges in the following priority order; unless the payment source is specifically restricted in writing to a particular charge, (such as a book, meal or housing scholarship).

- Tuition Charges
- Fees Charges
- Housing Charges
- Meal Charges
- Miscellaneous Charges