

Attempt/Reattempt Date Schedule

Scheduled Institution Payments

Institution payments can be processed every business day of the month. Each institution will elect the processing days for their regularly scheduled institution payments. Each payment processing day is mapped to a specific reattempt date. The reattempt date does not have to be a processing day elected by the institution.

Tuition Scheduled Attempt Date	Tuition 1st Reattempt	Tuition 2nd Reattempt
1st	16th	1st
2nd	17th	2nd
3rd	18th	3rd
4th	19th	4th
5th	20th	5th
6th	21st	6th
7th	22nd	7th
8th	23rd	8th
9th	24th	9th
10th	25th	10th
11th	26th	11th
12th	27th	12th
13th	28th	13th
14th	28th	14th
15th	1st	15th
16th	1st	16th
17th	2nd	17th
18th	3rd	18th
19th	4th	19th
20th	5th	20th
21st	6th	21st
22nd	7th	22nd
23rd	8th	23rd
24th	9th	24th
25th	10th	25th
26th	11th	26th
27th	12th	27th
28th	13th	28th
Last Day of Month	15th	Last Day of Month

If the effective date for a scheduled payment is delayed due to a weekend or banking holiday the system will retain the scheduled date when determining the date of the reattempt.

Example: The regularly scheduled institution payment is the fourth of the month. 9/4 falls on a Saturday and due to the Labor Day holiday, the 9/4 payment is not attempted until 9/7. If this payment returns it will follow the reattempt schedule for payments on the fourth of the month. The payment would be scheduled to reattempt on the 9/19.

If a scheduled institution payment is manually changed to occur on another day of the month, the reattempt will follow the reattempt schedule for the date the payment was manually changed to.

Example: The regularly scheduled institution payment is on the seventh of the month. The institution allows the 11/7 payment to be manually moved to 11/18. The 18th becomes the new scheduled payment date. If the payment on 11/18 returns, the payment will be reattempted on the 12/3.

If a first reattempt of a payment is manually changed, the 2nd reattempt date would be based on the reattempt cycle for the new first reattempt date.

Example: The scheduled institution payment is on the sixth of the month. The 3/6 payment returns and is automatically scheduled to reattempt on 3/21. The institution allows the reattempt scheduled for 3/21 to be manually moved to 3/27. The 3/27 payment returns and will be automatically scheduled to reattempt on 4/12 rather than 4/6.

Online Payments for Automated Payments

Online payments do not automatically reattempt. If an online payment is returned, the system will restore the payment schedule to the pre-online payment schedule.

Example: An online payment of \$100 is made on 4/12. The payer elects to have the \$100 payment applied to the next scheduled payment. The next scheduled payment is on 4/20 and is in the amount \$500. The online payment is returned on 9/14. The \$100 credit applied to the 4/20 payment is removed and the payment amount is restored to \$500.

If the online payment is returned after the scheduled payment it was applied to has already been attempted, the balance difference will be moved to an unresolved status.

Example: An online payment of \$100 is made on 3/10. The payer elects to have the \$50 applied to the 3/12 and 4/12 payments. The payments on 3/12 and 4/12 are in the amount of \$500. After applying the \$50 to each payment, the payments will now be \$450 each. On 3/12, \$450 is attempted. The \$100 online payment returns on 3/13. The 4/12 payment

will be restored to \$500. The \$50 from the 3/12 payment will be moved to an unresolved status since the 3/12 payment has already been attempted.

Automated Returned Payment Fees

Automated Returned Payment Fees will be attempted the first business day that is at least five calendar business days following the return that triggered the fee. This count begins one calendar day following the return.

Example: The scheduled institution payment is on the third of the month. The 5/3 payment returns due to non-sufficient funds on 5/5. The returned payment fee will attempt on 5/10. If 5/10 is a holiday or weekend, it will attempt on the next business day.

Returned Payment Fees will be attempted for online payments.

Returned Payment Fees will be not be reattempted if they return.

Automated Institution Late Fees

An institution can elect to collect an automated late fee through FACTS. The institution can elect to have a late fee charged the first, second or third time a payment returns. Institution late fees will be added onto the next regularly scheduled payment that is at least 10 calendar days in the future and that has never been attempted.

Example: The institution has elected to have a late fee charged when a payment returns for the third time. The regularly scheduled payment date is the sixth of the month. The 10/6 payment returns. It is attempted for the second time on 10/21. The 10/21 payment is returned. The payment is attempted for the third time on 11/6 along with the regularly scheduled 11/6 payment. Both of the payments on 11/6 return. The 10/6 payment moves to an unresolved status and a late fee is added to the regularly scheduled 12/6 payment. The 11/6 payment will follow the standard reattempt cycle.