

Procedures 6.2.10.1 Business Services: Method of Payments

**TRI-COUNTY
COMMUNITY COLLEGE**

**BUSINESS SERVICES
METHOD OF PAYMENTS**

**PROCEDURE
6.2.10.1**

I. Tuition & Fees

- A. In Person - Tuition and fee payments can be made in person using cash, check, money order, MasterCard, Visa, Discover, or American Express at the Business Office.
- B. Online - Secure online payments can be made using MasterCard, Visa, Discover, or American Express.
- C. By Mail - Payments by check or money order can be mailed to:

Tri-County Community College Business Office
Attn: Cashier
21 Campus Circle
Murphy, NC 28906

The College cannot accept checks without a preprinted name and address (starter or counter checks) or checks with an expiration date (credit card account checks). Please make checks payable to Tri-County Community College. Checks must be written for the amount due. Checks may not be postdated.

When paying by check or money order by mail, include student's name on the check to ensure proper credit. Payments mailed are not considered received until posted to your account.

- D. By Phone - To protect student's financial security, the College will not accept credit card payments by phone or mail.

II. Bookstore

Payments can be made using cash, check, money order, MasterCard, Visa, Discover or American Express. The College cannot accept checks without a preprinted name and address (starter or counter checks) or checks with an expiration date (credit card account checks).

Please make checks payable to Follett. Checks must be written for the amount due. Checks may not be postdated.

Adopted: 5/24/18 BOT