



REGISTRATION 2020-21. Receipts of registration: processing of payments on time / late payments / non-payments

- ➔ This process is carried out for every registration fee invoice for **single payments** / **payments by instalment**.
- ➔ The procedure for unpaid invoices generated after the registration period (e.g. modifications due to unsuccessful grant applications) is determined by the due date of payment indicated on the invoice.
- ➔ When they access Moodle, students with unpaid invoice/s will see a message (in Catalan, Spanish and English) reminding them of this situation and informing them how to rectify it.

		DATE OF PAYMENT								NON-PAYMENT		
		6 days* registration →	until 15 Oct	16 Oct to 28 Dec	29 Dec	30 Dec to 25 Feb	26 Feb	27 Feb to 31 Mar	01 Apr	02 Apr to 30 Jun	01 July	2021-22
INVOICE	✓ Payment on time ✓ Non-payment (& temporary cancellation) + late payment (& re-activation) ✗ Definitive non-payment											
	▪ single payment [100% of registration fees] ▪ 1st instalment [fees + insurance + other services + 40% of registration fees] + % of increase for non-payment	✓	✓	✓		✓		✓		✓	✗	registration remains suspended students with unpaid invoice/s CANNOT register
		---	0%	0,5%		1%		1,5%		2%		
	▪ 2nd instalment [30% of registration fees] + % of increase for non-payment				✓		✓		✓	✓	✗	
					---		0,5%		1%	1,5%		
	▪ 3rd instalment [20% of registration fees] + % of increase for non-payment						✓		✓	✓	✗	
						---		0,5%		1%		
	▪ 4th instalment [30% of registration fees] + % of increase for non-payment							✓		✓	✗	
								---		0,5%		

* **New undergraduate students with conditional admission and awaiting reassignment should consult, Article 13.b) of the Registration Regulations, which establish the regulations governing amounts payment periods (24 hours) and non-payment.**