

COLUMBIA COLLEGE HOLLYWOOD

INCOMING STUDENT HOUSING PAYMENT POLICIES

All students are required to make a payment in advance toward their student housing charges prior to the move-in date based on the parameters listed below.

STUDENTS WHOSE FINANCIAL AID COVERS ALL CHARGES IN FULL

- Housing Security Deposit – all students are required to pay a \$250.00 refundable security deposit prior to move-in. The deposit is refundable, less damage and/or cleaning charges, upon move-out after completion of the student housing lease.
- Housing Rent Charges – all students are required to make an advance payment of the first month's rent prior to move-in. If a credit balance remains on the student's account after all financial aid is received, the advance rent payment can be refunded to the student or left on account to be applied against future charges. Students who cannot afford to pay the security deposit or first month's rent can request a waiver with approval from the CCH Business Office.

STUDENTS WHOSE FINANCIAL AID DOES NOT COVER ALL CHARGES IN FULL

- Housing Security Deposit – all students are required to pay a \$250.00 refundable security deposit prior to move-in. The deposit is refundable, less damage and/or cleaning charges, upon move-out after completion of the student housing lease.
- Housing Rent Charges – all students are required to make an advance payment toward their housing charges depending on their room selection:
 - a. Private Room – students who are in a private unit with no roommates are required to pay all housing rent charges upfront for the entire academic term (3 months) prior to move in.
 - b. Shared Room – students are required to make an advance payment of the first month's rent for the academic term. Students may also, at their option, pay for the entire term upfront.

APPLIES TO ALL STUDENTS

Housing payments are due at the time the housing billing authorization form is signed. The housing rent and security deposit invoice will be emailed to the student by the CCH Business office and can be paid online by major credit card, by phone, by mail or in person to Columbia College Hollywood.

Please note that CCH may, at its option, request additional documentation from the student or parent that ensures they have the financial ability to pay housing charges. This may include proof of income or proof of financial resources (e.g. recent bank statement).

If a student fails to move-in to student housing after signing their housing billing authorization form, all fees paid to date are nonrefundable.