



3600 M Street, Merced CA 95348-2898  
(209) 384-6000

Non-Resident Student:

The purpose of this letter is to inform you of the procedures related to the College's enforcement of fees payment by non-resident students, which include students from other states or countries:

- 1) All fees must be paid by the census date for each term. In most cases, this will be the end of the third week of classes for a regular semester. Please contact the Student Fees Office for short term course deadline(s).
- 2) If you cannot pay in full, you **MUST** set up a payment plan with the Student Fees Office either online or in-person. This ensures that your fees are fully paid prior to the end of the term. Instructions on how to enroll in an online payment plan can be found at [www.mccd.edu/resources/fees/how-to-docs.html](http://www.mccd.edu/resources/fees/how-to-docs.html).
- 3) Students who fail to pay their fees, or maintain their payment plan, will be dropped from upcoming classes.
  - a.) Upcoming Spring semester student classes will be dropped by December 1 if their fees have not been paid.
  - b.) Upcoming Summer semester students will be dropped by May 1 if their fees have not been paid.
  - c.) Upcoming Fall semester students will be dropped by July 1 if their fees have not been paid.

Students from other states may be eligible to become a resident or obtain a resident status, if they have lived in California, for a minimum of one year and one day prior to the beginning of the term, for which they wish to enroll in. For more information on specific guidelines go to: <http://www.mccd.edu/resources/admissions-records/california-residency.html>. To determine if you are eligible to change your residency status, please contact Carmela Balcazar in Admissions & Records via phone: (209)384-6197, or via email: [carmela.balcazar@mccd.edu](mailto:carmela.balcazar@mccd.edu).

**Merced College is here to support you and help you succeed as you work to complete your educational goals.** If you have any questions about the procedures described above, please contact the Student Fees Office via email: [studentfees\\_custsvc@mccd.edu](mailto:studentfees_custsvc@mccd.edu), via phone: (209)384-6212, or in-person on the third floor of the Leshar Building, Merced Campus or Building A, Los Banos Campus.

Sincerely,

Delia Esquivel  
Student Fees Manager  
Merced College

Chris Vitelli  
Superintendent/President

Board of Trustees  
Ernie Ochoa, Board President

John Pedrozo, Vice President  
Joe Gutierrez, Clerk

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