



Title:	Student Payment Policy
Policy Owner:	Office of Finance
Contact Information:	bursar@tianjinjuilliard.edu.cn
Applies to:	All Tianjin Juilliard Graduate and Continuing Education Students
Effective Date:	September 1, 2025

At The Tianjin Juilliard School (TJS), we want to ensure that all students have the opportunity to focus on their studies and artistic growth. To achieve this, students must stay current with their tuition, housing, and other miscellaneous fees, including insurance. Below is an overview of what you need to know if you're unable to pay your bill on time.

Key Dates and Deadlines

- Billing statement.
- Payment deadline.

You will receive a bill with your payment amount and the due date well in advance of the payment deadline.

It is essential to pay your bill on time to avoid any account restrictions.

What Happens If You Don't Pay by the Deadline?

If your unpaid balance exceeds the internal institutional threshold in amount or duration, the following actions will be taken:

1. Financial Hold

A hold will be placed on your account, which means:

- You will not be able to register for classes for the next semester.

2. **New Students**

If you are a new student, you will not be able to move into the residence hall until your tuition and fees are paid in full.

Students with outstanding balances will not be eligible to apply for the Student Career Development Grant until all outstanding amounts have been paid in full.

Second-Year Students in the Final Semester

If you are a second-year student in your final semester, a financial hold will prevent you from taking your Graduation Jury. The ability to take your Graduation Jury will be reinstated once your balance is paid.

What Can You Do If You Can't Pay?

We understand that sometimes financial challenges happen. Here are a few options if you find that you cannot pay your TJS bill on time:

1. **Payment Plans**

If you are facing difficulty paying your bill in full, you can set up a payment plan. Please visit the Finance Office to learn more about this option.

2. **Financial Aid**

You may be able to appeal for additional financial aid. Please contact the Director of Enrollment Management to determine if this is a possibility for you.

Important Steps to Take:

- **Stay in Touch:** Respond promptly to any communication from the Finance Office about your bill.
- **Visit the Finance Office:** If you're having trouble paying, speak with Finance to learn about your options.
- **Be Proactive:** Demonstrating that you're actively working to resolve your payment issue can help avoid more severe consequences.

Please note: Financial holds can only be removed upon:

- Full payment of arrears.
- Approval of a payment installment plan.
- Receipt of a financial aid decision letter.

Delinquent Accounts

If your balance remains unpaid by the start of a semester for which you have not yet registered for classes, you will be unable to register for or attend classes or access the practice rooms. After this, the school will proceed with an administrative withdrawal process.

Administrative Withdrawal Process

You should be taking every possible step to pay your bill and to avoid TJS initiating an administrative withdrawal process. However, if your finances are such that you reach this point, here is what will happen:

- **Warning:** You will receive a warning letter and have 10 business days to appeal.
- **During Appeal:** You can stay in the residence hall, but cannot attend classes or use practice rooms.
- **Final Decision:** If the appeal is not successful, you will be withdrawn from the school, and you will lose access to all facilities.

If you are administratively withdrawn, you'll need to vacate the residence hall and may no longer attend classes or use school facilities.

Special Note for Graduating Students

If you are in your final semester and have any outstanding bills, your graduation jury will be removed until all outstanding bills have been settled in full.

We want to help you succeed and stay focused on your educational, musical, and artistic growth. Please address any billing issues as soon as possible to avoid delays in your academic progress. If you need assistance, the Finance Office, as well as all staff in Academic Affairs, Student Development, and Enrollment Management, are here and available to support you.