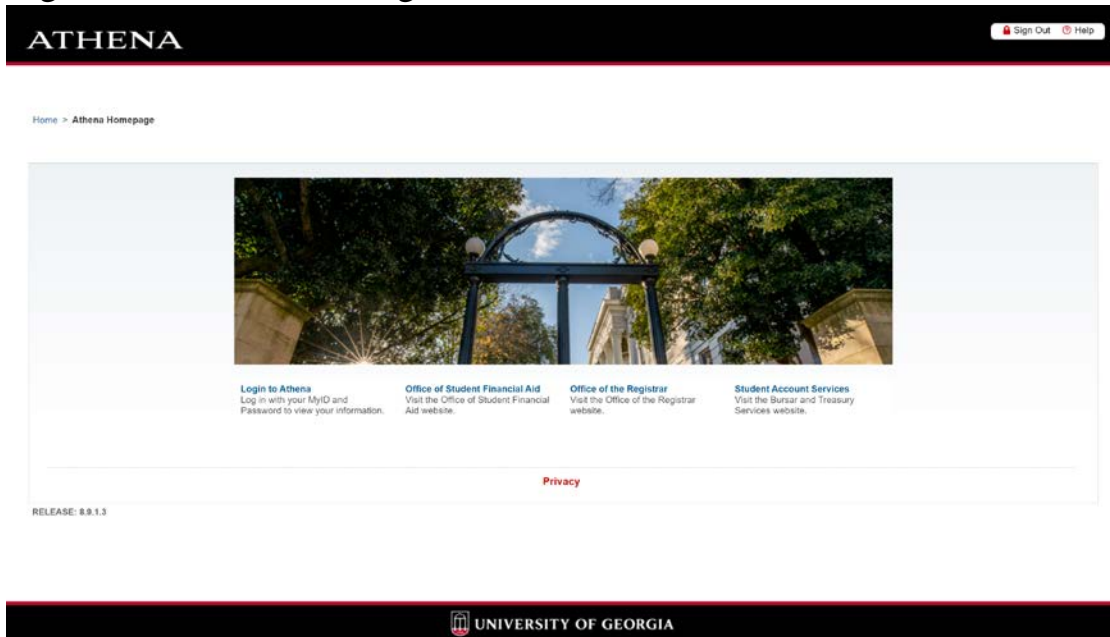
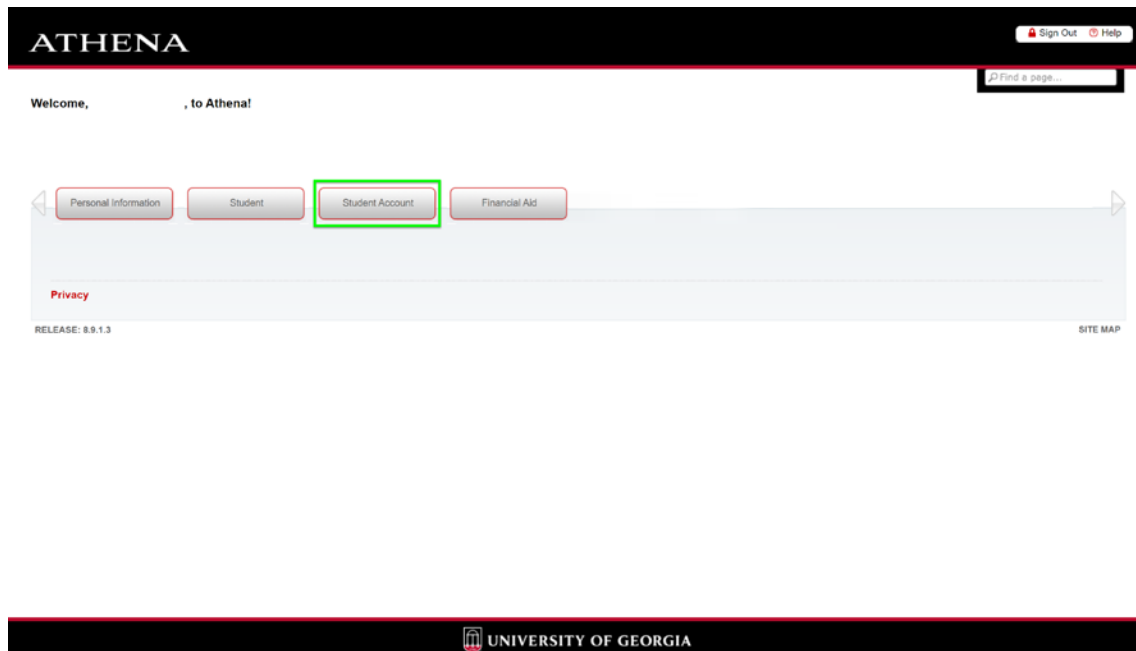


Instructions on How to Clear the Student Account Acknowledgement Hold

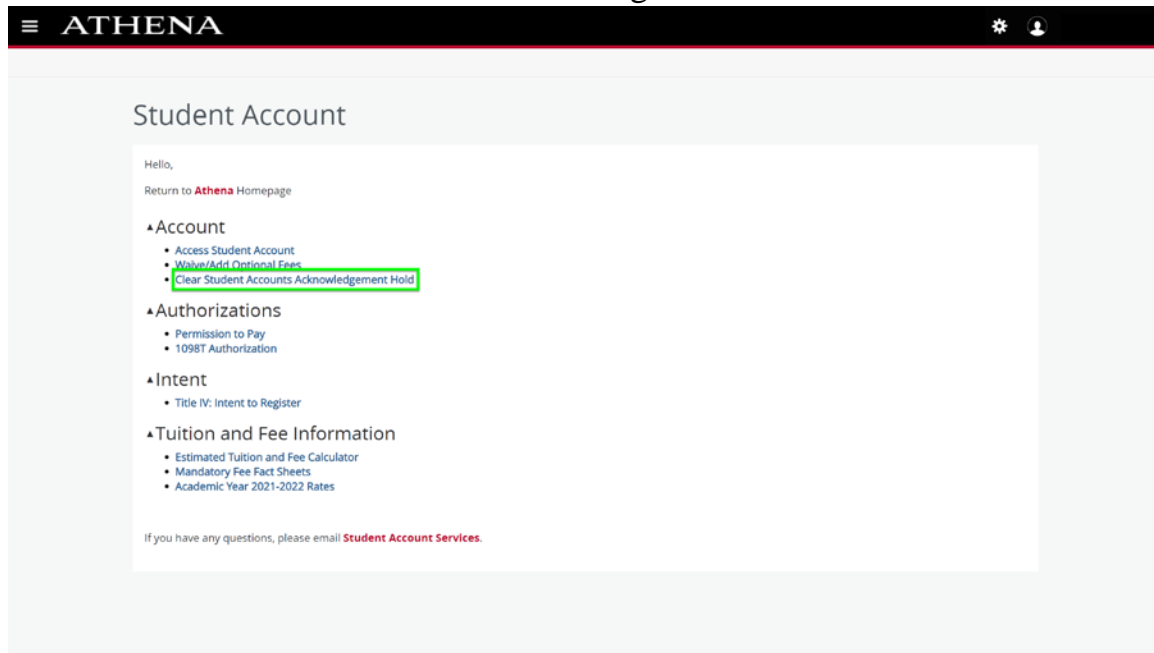
1. Log into Athena, Athena.uga.edu



2. Select Student Account



3. Select Clear Student Account Acknowledgement Hold



The screenshot shows the Athena Student Account interface. At the top, there is a black navigation bar with the Athena logo on the left and a settings gear and user profile icon on the right. Below the navigation bar, the page title "Student Account" is displayed. The main content area contains a white box with the following text and links:

Hello,
Return to **Athena** Homepage

▲Account

- Access Student Account
- **Waiver/Adm. Optional Fees**
- **Clear Student Accounts Acknowledgement Hold**

▲Authorizations

- Permission to Pay
- 1098T Authorization

▲Intent

- Title IV: Intent to Register

▲Tuition and Fee Information

- Estimated Tuition and Fee Calculator
- Mandatory Fee Fact Sheets
- Academic Year 2021-2022 Rates

If you have any questions, please email **Student Account Services**.

4. Select the term that you wish to clear.

ATHENA Sign Out Help

Find a page...

Personal Information Student Student Account Financial Aid

Select a term

Student ID: Student Name:

INSTRUCTIONS: Select a term from the list below for the Collection Acknowledgement Hold you want to clear.

Active Collection Acknowledgement Holds

Term	Hold Type
Fall 2021	Student Acct Acknowledgment

Privacy

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5. Read the agreement and initial at the bottom of the page.

You may have to scroll to the bottom of the page to initial and submit.

ATHENA Sign Out Help

Find a page...

Personal Information Student Student Account Financial Aid

Read the agreement

Student ID: Student Name:

INSTRUCTIONS: Read the Student Financial Responsibility Agreement below and indicate your agreement by entering your initials in the box below.

This Agreement is entered into between the Student and the Board of Regents of the University System of Georgia, by and on behalf of the University of Georgia. In exchange for registering for classes and receiving education services from the University of Georgia, I understand and agree that my eligibility to enroll in classes is expressly conditioned upon acceptance of all terms and conditions set forth in this Agreement.

I understand and agree to the following:

- When I register for any class at the University of Georgia or receive any service from the University of Georgia, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services on or before the due date. I understand and agree that if I fail to pay my student account bill or any monies due and owing the University of Georgia by the scheduled due date, the University of Georgia will assess a late fee.
- I understand that administrative, clerical or technical billing errors do not absolve me of my financial responsibility to pay the correct amount of tuition, fees and other associated financial obligations assessed as a result of my registration at the University of Georgia.
- If I drop or withdraw from some or all of the classes for which I register, I will be responsible for paying all or a portion of tuition and fees in accordance with the published refund schedule.
- I am personally responsible for payment of all money due regardless of my eligibility for financial aid or other assistance. I understand the University of Georgia uses electronic billing (e-bill) as its official billing method, and therefore I am responsible for viewing and paying my student account e-bill by the scheduled due date. I further understand that failure to review my e-bill does not constitute a valid reason for not paying my bill on time. I understand I may review my e-bill information by accessing my student account in Athena.
- Financial aid or other financial assistance I receive may be used to pay any and all money due to the University of Georgia, including tuition, fees, campus housing and meal plans, student health insurance, parking permits, service fees, fines, bookstore charges, or any other amount, in accordance with the terms of the aid or assistance. If some or all of my financial aid or other assistance is revoked because I drop or withdraw from classes and/or from school, I will repay all revoked aid that was disbursed to my account.
- I understand I can authorize others (parents, guardians, employers, etc.) to view billing information and/or pay bills on my behalf. I understand granting access to authorized users via my student account is in my control and changes to this access must be adjusted by me. Authorized users do not have access to my stored payment methods, academic records, or other personal information.
- If I fail to pay all money due by the due date, the University of Georgia will place a financial hold on my student account, cancelling my class registration and preventing me from registering for future classes, obtaining transcripts or receiving my diploma.
- If a payment made to my student account is returned by the bank for any reason, I agree to repay the original amount of the payment plus a returned payment fee of \$30. I understand multiple returned payments and/or failure to comply with the terms of any payment plan or agreement I sign with the University of Georgia may result in cancellation/withdrawal of my classes and/or suspension of my eligibility to pay by these same means.
- If I fail to pay all money due by the due date and fail to make payment arrangements acceptable to the University of Georgia, the University of Georgia may refer my account to a collection agency, and I will be responsible for paying the collection agency fee, which may be based on a percentage of up to 15% of the debt, together with all costs and expenses including reasonable attorney's fees, necessary for the collection of my account. I understand my delinquent account may be reported to one or more of the national credit bureaus in the event my account is turned over to a third party for collection.
- I authorize the University of Georgia and its agents to contact me at my current and any future cellular phone number(s), email address(es) or wireless device(s) regarding my delinquent student account(s)/loan(s) or any other debt I owe to the University of Georgia, or to provide general information from the University of Georgia. I authorize the University of Georgia and its agents to use automated telephone dialing equipment, artificial or pre-recorded voice or text messages, and personal calls and email messages, in their efforts to reach me.
- I am responsible for keeping the University of Georgia records up to date with my current physical address(es), email address(es), and phone numbers by updating this information in Athena as a current student or returning the 'Change in Address Form to the Registrar's Office as a former student. My responsibility to do so will continue upon leaving the University of Georgia for any reason for purposes of continued communication regarding any amounts that remain due and owing to the University of Georgia.
- I understand and agree that the University of Georgia uses e-mail as the official means of communication with me, and that therefore I am responsible for reading the email's receive from the University of Georgia on a timely basis.
- I am subject to and responsible for complying with all applicable University of Georgia and Board of Regents of the University System of Georgia policies and procedures.
- This Agreement shall be governed by the laws of the State of Georgia without regard to choice of law's provisions, and all actions arising under this Agreement will be filed and litigated exclusively in the appropriate courts within the State of Georgia.

I understand and agree to all of the terms and conditions above.

Yes, I agree:

Submit

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6. You will see a confirmation that the hold has been cleared for the term selected.

ATHENA [Sign Out](#) [Help](#)

[Personal Information](#) | [Student](#) | [Student Account](#) | [Financial Aid](#) | [Faculty & Ad](#) | [Find a page...](#)

Select a term

NOTIFICATION MESSAGE: Your Collection Acknowledgement was cleared for Fall 2021

Student ID: _____ Student Name: _____

INSTRUCTIONS: Select a term from the list below for the Collection Acknowledgement Hold you want to clear.

Active Collection Acknowledgement Holds

Term	Hold Type
**No active Collection Acknowledgement Holds exist for this ID.	

[Privacy](#)

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