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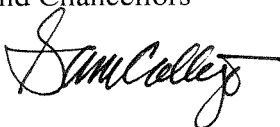
**UNIVERSITY OF HAWAII**

Chief of Staff  
Office of the President

August 31, 2004

**ADMINISTRATIVE PROCEDURES MEMORANDUM NO. 04-09**

TO: University Administrators and Chancellors

FROM: Sam Callejo, Chief of Staff 

SUBJECT: **ADMINISTRATIVE PROCEDURE A8.731 - DELINQUENT FINANCIAL OBLIGATIONS**

Transmitted herewith is the Administrative Procedure A8.731 – Delinquent Financial Obligations. Major revisions to this Administrative Procedure are:

1. The inclusion of overdue payments of financial aid as a delinquent financial obligation when the person fails to meet any eligibility criteria, term or condition of the financial aid.
2. A statement that collection agencies contracted by the University to collect a delinquent financial obligation may collect the applicable collection costs from the debtor as authorized by the University.

Language in this revision also reflects changes made to position titles in the University administration. Administrative Procedure A8.731 – Delinquent Financial Obligations has been updated and is available at <http://www.hawaii.edu/svpa/apm/treas/a8731>.

Any questions concerning these procedures should be directed to Barbara Kawamoto at 956-6295.