

Making the State Warrant Hold Process Work for Your University

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State Mandate

State agencies and Institutions of higher education (agencies) must report to the Texas Comptroller of Public Accounts (Comptroller's office) the names of persons with a debt to the state. Could impact the following:

- Monies (lottery, travel reimbursement) due to an individual with a warrant hold will be applied to their outstanding debt first.
- In addition to state warrant hold, student will not receive their diploma/official transcripts upon graduation which can impact their ability to find a job.

Data Integrity

State Comptroller will pay the state agency with the warrant hold directly.

It is incumbent upon the agency who placed the hold to update the state so that balances are accurate.

University of Houston and Texas A&M University Processes

University of Houston

Student considered delinquent when 30 days past due. Process is automatic as file is uploaded from student system to the state.

Texas A&M University

Tuition and Fees – 600 reason code state warrant hold placed after the student has left the university for a term without continued enrollment, file is created and sent daily with an automatic file process from Banner

Institutional Loans – 31+ days past due place on hold with reason code 645 until loan is paid in full, file is created and sent daily with an automatic file process from Campus Receivable Collector

Special Processing

- Texas A&M – due to the payment arrangements we make with former student, we will allow travel reimbursements to be delivered to a student who is on a monthly payment agreement on a past due account.

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