




June 17, 2013

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Accounts Receivable Write-off

Item Description

Request for approval to write off accounts receivables.

Overview and Background

Pursuant to Section 1010.03, Florida Statutes, the College is submitting for approval, the accounts receivable write-off list for uncollected receivables recorded prior to June 30, 2011. In each instance, the receivable is at least two years old.

Accounts older than two years are written off as receivables for financial reporting purposes; however, the debt remains outstanding as an obligation for the debtor. The debtors are not allowed to register or obtain transcripts until the debt is paid in full. The accounts requested do not include debt outstanding for governmental agencies.

Past Actions by the Board

Board action in June 2012 approved write-offs totaling \$412,427.34.

Funding/Financial Implications

Accounts to be written off, totaling \$184,202.96, are summarized below:

Student Debt	\$ 966.17
Veterans Deferment	20,773.20
Returned Checks	3,155.65
Financial Aid	140,561.04
Contract and Third Party Debt	18,746.90
Total Write-off	\$ 184,202.96

Staff Resource

Teresa Smith

Recommended Action

Authorize write-off of accounts receivables.