

Student Restrictions and Contact Information

Restriction	Description and Contact Information
Contact Admission-High School Transcript	Admissions has not yet received your High School Transcript. Contact information: undergrad.admission@valpo.edu or 219.464.5011
Call Collections - 219.464.5221	Please contact Sharie Palmer in the Finance Office regarding this hold as some are all of your financial obligation to the university has been referred to an outside collections agency. 219.464.5221
Finance Office - Exit Interview	You have not completed your Perkins loan interview. This may result in additional holds being placed on your record that will affect your ability to register or order copies of your transcripts or diploma. Please contact Sharie Palmer in the Finance Office as soon as possible. sharie.palmer@valpo.edu or 219.464.5221
Financial Aid Hold	You have outstanding paperwork with the Office of Financial Aid that may also be affecting your student accounts balance. Please contact the Office of Financial Aid. finaid@valpo.edu or 219.464.5015
Graduate - Transcript Needed	You have a hold from the Graduate School regarding required materials. Contact information: grad.school@valpo.edu or 219.464.5313
Contact Health Center	Please contact the Health Center regarding a hold on your account. Either you haven't submitted your required records or have not paid for services rendered. Contact information: health.center@valpo.edu or 219.464.5060
Contact Housing Office	You have a hold from the Housing Office/Residential Life. Contact information: residential.life@valpo.edu or 219.464.5413
Parking Fine--See Parking Office	Please contact parking@valpo.edu
Contact Student Accounts - Payment Agreement Form Needed	You have not completed your payment agreement form. Please go to admission.valpo.edu/apply/status. Use your personal email that you used during your admission process to sign in. Office of Student Accounts: student.accounts@valpo.edu or 219.464.5101
Contact Student Accounts - Balance	You have an outstanding balance on your account that will prevent registration. This hold will also prevent the release of transcripts, diplomas, or verification of enrollment. Office of Student Accounts: student.accounts@valpo.edu or 219.464.5101

Notes

- **Balances over \$3,000 prevent registration, but smaller balances do not.** Student Accounts uses two separate hold types to allow students with balances under \$3,000 to register without delay.
- Students with a Financial Aid Hold should contact the Office of Financial Aid before contacting Student Accounts.
- Student Accounts, Graduate School, Office of the Registrar, and Finance Office are located in Kretzmann Hall.
- Undergraduate Admission is located in the Duesenberg Welcome Center.
- Residential Life is located in the Harre Union.
- Valparaiso University Health Center is located at Promenade East Building, 55 University Drive, Suite 102.
- Campus Map: valpo.edu/about/maps-directions