

Item 9-A



To: Dr. Ponce and Board of Trustees

From: Gisela Figueroa; Glenn Graham

Date: September 15, 2025

Re: Adjustment to Allowances for Doubtful Accounts for FY 2025

College administrative regulation, “Allowance for Doubtful Accounts,” requires that the Board be informed of Accounts Receivable balances that are being removed from College ledgers because of being over three (3) years of age. The amount being written off for 2025 is \$179,054, an increase from 2024, which was \$39,167.

The accounts written to Bad Debt Expense & Allowance for Doubtful Accounts reflect the additional expenses for unpaid balances between one (1) year and three (3) years of age. The amount for 2025 is \$749,116, an increase from the 2024 amount of \$636,042. The 2025 allowance of \$749,116 is in line with Pre-Covid Allowances.

Even though the College is required to remove accounts over three (3) years of age, we do maintain holds on student records for those balances in excess of \$300 and do, in some cases, recover those debts.