Billing Office – Student Staff

The students of the Billing Office:

- Answer over 33,000 phone calls per year
- Respond to over 12,000 e-mails per year
- Make us laugh & keep things interesting

How Can We Help You?
Student U-Bills are billed electronically and are viewable through MyUI on the 1st of each month.

How-To video tutorials have been created to assist with your online U-Bill. These are found on the University Billing website: http://ubill.fo.uiowa.edu

- How to read the U-Bill
- How to create a Guest Account
- How to add a Bank Account
- How to make an Online Payment
The first U-Bill of the Fall semester will be available August 1st and January 1st for Spring semester. Students will receive an e-mail to student’s “@uiowa.edu” e-mail address. The e-mail is a reminder to check the U-Bill. It does not contain a copy of the bill. Parents and Guests can view U-Bills on MyUI with guest access assigned by the student.

- University of Iowa Billing on Facebook to receive important updates and reminders.
- Payment due date is the 22nd of each month.
University Billing Office –
Tuition & Fees and Room & Board Estimates

Tuition & Fee rates based on student’s enrollment can be viewed on the Registrar’s website.

Pricing based on Housing & Meal Plan selections can be verified with the Housing Office.

<table>
<thead>
<tr>
<th>Contract Charges per Semester</th>
<th>Resident</th>
<th>Non-Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-Time Liberal Arts Tuition &amp; Fees*</td>
<td>$4,374.25</td>
<td>$14,765.25</td>
</tr>
<tr>
<td>Housing &amp; Meal Plan Charges**</td>
<td>$5,225.00</td>
<td>$5,225.00</td>
</tr>
<tr>
<td>** Total Cost per Semester</td>
<td><strong>$9,599.25</strong></td>
<td><strong>$19,990.25</strong></td>
</tr>
</tbody>
</table>

* Estimated Tuition Rates for Fall 2017 and Spring 2018
** Based on Office of Student Financial Aid on-campus Housing & Meals estimates
University Billing Office – Installment Payment Plan

- Tuition & Fees and Housing & Meal Plan charges are eligible for the Deferred Payment Plan which allows 3 installment payments
  - Pay over the first 3 U-Bills of each semester
    - August - September - October
    - January - February - March
- No formal enrollment process
  - If you pay any amount less than the total balance due on the first U-bill of the semester, you will automatically be enrolled in the Deferred Payment plan.
- $20.00 per semester deferred payment fee
  - Automatically added to the student’s U-Bill if the total amount due is not paid.
University Billing Office – Miscellaneous Charges

- All other charges are due in the month billed.
  - Charges made with ID cards:
    - University Book Store
    - Campus Food Service & Vending
    - Campus Convenience Stores
    - Recreational Services
    - Athletic and Performing Arts Tickets
  - Course fees
  - Library Fines
University Billing Office – Miscellaneous Charges

- Parking Tickets
  - If the vehicle is registered in the name of someone other than the student, and the vehicle is not registered with the U of I parking office, a U-Bill will go to the owner.
- Student Health Insurance
  - If your student is covered under your health insurance plan and you did not indicate it on their Admissions Profile, your student will be billed for the Student Health Insurance Plan (SHIP) on the U-Bill.
### U-Bill Summary (Account# 123456)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Statement Date</td>
<td>08/01/2015</td>
</tr>
<tr>
<td>Payment Due Date</td>
<td>08/28/2015</td>
</tr>
<tr>
<td>Last Statement Balance</td>
<td>$80.00</td>
</tr>
<tr>
<td>New Payments and Credits</td>
<td>$8914.00</td>
</tr>
<tr>
<td>New Charges</td>
<td>$8834.00</td>
</tr>
<tr>
<td>Current Balance</td>
<td>$0.00</td>
</tr>
<tr>
<td>Minimum Payment Due</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

### Alerts & Messages

Your account is up to date. You have no restrictions to your charging or registration privileges.

### Quick Links

- How To Read Your U-Bill
- How To Add a New Bank Account
- How To Make a Payment
- Summary of Billing Rights

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> U-Bill Detail (Account# 123456)

> Recent Account Activity (Since Last Statement)

> Payment History Activity
<table>
<thead>
<tr>
<th>Date Billed</th>
<th>Description</th>
<th>Charges</th>
<th>Payments/Credits</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/01/2014</td>
<td>Balance Forward</td>
<td></td>
<td></td>
<td>$80.00</td>
</tr>
<tr>
<td>07/17/2014</td>
<td>Tuition &amp; Fees Assessment Fall 2014</td>
<td>$4,039.50</td>
<td></td>
<td>$4,119.50</td>
</tr>
<tr>
<td>07/18/2014</td>
<td>Estimate - Federal Direct Parent Plus Loan Fall 2014</td>
<td></td>
<td>-$4,039.50</td>
<td>$80.00</td>
</tr>
<tr>
<td>07/22/2014</td>
<td>Payment from ACH</td>
<td></td>
<td>-$80.00</td>
<td>$1,525.00</td>
</tr>
<tr>
<td>07/30/2014</td>
<td>Residence Hall Board Contract Fall 2014</td>
<td>$1,525.00</td>
<td></td>
<td>$1,525.00</td>
</tr>
<tr>
<td>07/30/2014</td>
<td>Residence Hall Room Contract Fall 2014</td>
<td>$3,269.50</td>
<td></td>
<td>$4,794.50</td>
</tr>
<tr>
<td>07/31/2014</td>
<td>Estimate - Federal Direct Parent Plus Loan Fall 2014</td>
<td></td>
<td>-$3,454.50</td>
<td>$1,340.00</td>
</tr>
<tr>
<td>07/31/2014</td>
<td>Estimate - Unsubsidized Stafford Loan Fall 2014</td>
<td></td>
<td>-$1,340.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Summary of Transactions**

<table>
<thead>
<tr>
<th>Last Statement Balance</th>
<th>Payments/Credits</th>
<th>Current Charges</th>
<th>Current Statement Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>$8,834.00</td>
<td>-$8,914.00</td>
<td>$8,834.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Billing Account: 123456

Name - University ID: Student, Sample - 11111000

Statement Date: 08/01/2014

Minimum Payment: $0.00
University Billing Office –
U-Bill Payment Methods

- Online through MyUI Student or Guest Account
- In Person using check, cashier’s check or money order only
- **US Mail:** (use only if payment stub is included in envelope)
  Payment Processing Center
  PO Box 14409
  Des Moines, IA  50306-3409

- **529 Plans** – states have different procedures for their plan(s)
  - Visit your 529 plan’s website for specific details.
  - Two common 529 plans have information at:
    - College Savings Iowa: [http://collegesavingsiowa.com](http://collegesavingsiowa.com)
    - College Illinois: [http://collegeillinois.org](http://collegeillinois.org)

- Credit cards are **not accepted** for U-Bill payments
University Billing Office – Late or Returned U-Bill Payments

- If the minimum payment of $100 or more is not received by the due date:
  - charging ability will be restricted
  - registration for a future session will be restricted
  - a $25 late payment fee will be assessed each month

- A $30 fee will be assessed for all returned checks and online payments
  - Non-sufficient funds, incorrect bank information, etc.
The *Award Notification* link in MyUI shows the student’s current financial aid package. The *Aid Disbursement* link shows the aid that the Billing Office is able to apply to the U-Bill or refund. Typically, financial aid only automatically applies to tuition & fees and housing & meal plans.

Private Donor Scholarship checks should be mailed to:

University of Iowa Billing  
Room 5 Calvin Hall  
Iowa City, IA  52242

- Include Scholarship Check Submission Form – available on Billing Office website
### Fall 2015 Disbursements

<table>
<thead>
<tr>
<th>Financial Aid</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Direct Plus Loan</td>
<td>$1,915.00</td>
</tr>
<tr>
<td>Subsidized Stafford Loan</td>
<td>$2,418.00</td>
</tr>
<tr>
<td>Unsubsidized Stafford Loan</td>
<td>$1,292.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$5,625.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Financial Aid Applied to Bill</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Direct Parent Plus Loan</td>
<td></td>
</tr>
<tr>
<td>Unsubsidized Stafford Loan</td>
<td></td>
</tr>
<tr>
<td>Subsidized Stafford Loan</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$4,139.50</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Financial Aid Refunded</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/25/2015 Subsidized Stafford Loan</td>
<td></td>
</tr>
<tr>
<td>Refund Financial Aid by Direct Depo</td>
<td>$1,485.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,485.50</td>
</tr>
</tbody>
</table>

**No Outstanding Financial Aid Issues**
Aid refunds begin the first week of classes. Direct deposit to a designated bank account is the University’s standard method for issuing refunds.

Refunds of Parent Plus Loans can also be issued via direct deposit to the borrower’s designated bank account. The Parent Plus Loan direct deposit authorization form is available to download from the Billing Office website.

Refunds for aid will be delayed if there are any unpaid charges from a prior session U-bill.
University Billing Office –
Tax Form 1098-T

- The 1098-T is provided for taking advantage of either the American Opportunity or Lifetime Learning tax credit.
- Reports to the IRS eligible Tuition & Fees and all gift aid.
- 1098-T will be available on MyUI by January 31st
  - A paper copy will be mailed to student’s residing address listed in MyUI.
How can we help you?

A lot of information is provided for you during Orientation & we understand it can be overwhelming.

Contact us early with your questions to avoid delays!
Check-List before August 1st

✓ Have a discussion with your student about who can view the U-Bill on MyUI and who is responsible for submitting payment.
✓ Set up guest account(s) to view and pay the U-Bill.
✓ Provide bank information for all refunds.
✓ Complete the Parent Plus Loan Direct Deposit form if necessary.
✓ Remind your student to check their University e-mail account regularly.
✓ Set up a reminder on your calendar to review the U-Bill after the 1st of each month.
✓ [Like] University of Iowa Billing on Facebook.
Office of Student Financial Aid
2017-2018 Financial Aid

- There is still time to apply. Check the UI Office of Student Financial Aid website at http://financialaid.uiowa.edu for details, cost, and types of aid, including employment options.

- If loans are part of the financial aid package and student wants to take out the loans, view MyUI, under Financial Aid:
  - Student Loan Confirmation—accept the loans
  - Application/Loan Document Status—determine if any action is needed:
    - Complete necessary Master Promissory Note (MPN) and Federal Direct Entrance Loan Counseling
    - If parent wants to take out PLUS loan, complete PLUS Loan Application for Parents at http://studentloans.gov.
Communication (primarily e-mail) about re-applying for financial aid will be sent to students in September. In the e-mail, we inform students to forward the e-mail to their parents.

Families can start completing the 2018-2019 FAFSA beginning October 1, 2017. You will be using 2016 income information and may be able to transfer income information from the IRS website. If any additional information is needed by the UI Office of Student Financial Aid, the student will be contacted via e-mail. Need-based financial aid is awarded on a first-come, first-served basis.

Aid awarded by the UI Office of Admissions does not require reapplication.
Office of Student Financial Aid
2018-2019 Financial Aid

- Financial aid application information for 2018-2019 will be available on MyUI in October 2017.
- Award notification begins February 2018

Office Information
- 208 Calvin Hall, Iowa City, IA 52242-1315
- (319) 335-1450
- e-mail: financial-aid@uiowa.edu
- http://financialaid.uiowa.edu
- office hours are Monday-Friday 8:00am to 4:30pm
Financial Literacy Services

UI Financial Literacy Services staff meet with students ONE-ON-ONE to:

- Provide personalized, in-depth LOAN COUNSELING
- Discuss LOAN REPAYMENT OPTIONS and assist in estimating future earnings
- Provide BUDGETING ASSISTANCE so borrowing can be minimized
- Assist in completing the FAFSA
- Address financial concerns for NEW OR TRANSITIONING STUDENTS

CONTACT US: financial-literacy@uiowa.edu

Individuals with disabilities are encouraged to attend all University of Iowa sponsored events. If you are a person with a disability who requires a specific accommodation in order to participate in this program, please contact the Office of Student Financial Aid at 319-335-4140.
Contact Information

University Billing Office
5 Calvin Hall, Iowa City, IA  52242
(319) 335-0071; toll-free (800) 943-4557
e-mail: ubill@uiowa.edu
http://ubill.fo.uiowa.edu

Office of Student Financial Aid
208 Calvin Hall, Iowa City, IA  52242
(319) 335-1450
e-mail: financial-aid@uiowa.edu
http://financialaid.uiowa.edu