University Billing Office

Behind the Bill

Navigating the University Billing Process with Confidence
University Billing

- View the Bill
- Payment Options
- Due Dates
- Financial Aid Disbursement
- Guest/Parent Account Access
Electronic Billing & How-To Guides

- Student U-Bills available on MyUI
- U-Bill Published on the 1st of each month
- How-To Guides available on Billing website http://ubill.fo.uiowa.edu
  - How to read the U-Bill
  - How to invite a Guest Account User
  - How to add a Bank Account
  - How to make an Online Payment
General U-Bill Information

• First U-Bill of each semester
  • Fall – August 1st
  • Spring – January 1st

• Email notification sent 1st of each month
  • to student’s U of Iowa email address
    • does not contain a copy of the U-Bill

• Guest Account: used to view U-Bill
  • Access authorized by student

• Due Date: 22nd of each month
  • August due date: 8/25/2023
Installment Payment Plan

Deferred Payment Plan

• Eligible Charges
  • Tuition
  • Housing – Room & Meal Plan

• 3 installments payments

<table>
<thead>
<tr>
<th>Semester</th>
<th>Payment 1</th>
<th>Payment 2</th>
<th>Payment 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>August</td>
<td>September</td>
<td>October</td>
</tr>
<tr>
<td>Spring</td>
<td>January</td>
<td>February</td>
<td>March</td>
</tr>
</tbody>
</table>

• No formal enrollment process
  • required to pay minimum due each month

• $20 per-semester Deferred Payment Fee
Miscellaneous Charges

All other charges are due in the month billed

• Charges made with ID Card
  • University Book Store
  • Food Service & Vending
  • Campus convenience stores
  • Recreational Services
  • Athletic and performing arts tickets

• Course fees
• Library fines
• Student Health Insurance (if not covered under another plan)
U-Bill Summary

U-BILL SUMMARY (ACCOUNT # 123456)

- Statement Date: 08/01/2023
- Payment Due Date: 08/22/2023
- Statement Balance: $3,000.00
- Recent Account Activity: $0.00
- Current Balance: $3,000.00

Minimum Due | Past Due
---|---
$1,000.00 | $0.00

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

Recent Account Activity (Since Last Statement)

Payment History Activity

University Billing Office
U-Bill Payment Options

• Online through MyUI
  • checking or savings account
• In Person (2700 University Capitol Centre)
  • Personal check, cashier’s check, money order
• Mail to Payment Processing Center
  • Include payment stub in envelope
• Credit Card
  • 2.75% non-refundable service fee for domestic credit cards
• 529 Plans
  • Speak with your 529 plan administrator
Disbursement of Financial Aid

- Estimated financial aid will be posted to the first U-Bill of each semester
- **Mail Private Donor Scholarship Checks to:**
  University of Iowa Billing  
  2700 University Capitol Centre  
  Iowa City, IA 52242  
  *Include scholarship check submission form*

- **MyUI - Aid Disbursement Page**
  - Summary of Financial Aid Disbursement
  - Review each semester
MyUI – Aid Disbursement Page

### Financial Aid

<table>
<thead>
<tr>
<th>Description</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>**Total:</td>
<td><strong>$5,625.00</strong></td>
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</tbody>
</table>

### Financial Aid Applied to Bill

<table>
<thead>
<tr>
<th>Description</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>$932.50</td>
</tr>
<tr>
<td>Unsubsidized Stafford Loan</td>
<td>$1,292.00</td>
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<tr>
<td>**Total:</td>
<td><strong>$4,139.50</strong></td>
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### Financial Aid Refunded

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Federal Direct Plus Loan</td>
<td>Refund by Direct Deposit $1,485.00</td>
</tr>
<tr>
<td>**Total:</td>
<td><strong>$1,485.00</strong></td>
</tr>
</tbody>
</table>
Disbursement of Financial Aid Refunds

• Aid Refunds
  • Begin the first week of classes
  • Quickest refund → direct deposit set up on MyUI

• Parent PLUS Loans
  • Excess funds sent to the borrower (student, if specified)
    • Borrower Direct Deposit setup
      • Through MyUI Guest Account
      OR
      • Parent PLUS Loan Direct Deposit Authorization Form
1098-T Tax Form

• Form to take advantage of educational-related tax deductions

• Report to the IRS
  • Tuition & qualifying fees paid in the calendar year
  • Gift Aid (scholarships and grants)

• Available on MyUI by January 31st each year
How can we help you?

• So much information provided during Orientation & we know it can be a lot to take in!

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

- Determine who will be responsible for submitting U-Bill payment
- Set up Guest Account(s) to view & pay the U-Bill
- Set up bank information on MyUI for refunds
  - Including Parent PLUS direct deposit, if necessary
- Set a reminder on your calendar to review the U-Bill after the 1st of each month
Questions?

University Billing Office
2700 University Capitol Centre
Iowa City, IA 52242
(319) 335-0071
ubill@uiowa.edu
http://ubill.fo.uiowa.edu