



University Billing Office

UI Service Center
2700 University Capitol Centre
Iowa City, Iowa 52242
319-335-0071
ubill.fo.uiowa.edu

ELECTRONIC BILLING EXEMPTION REQUEST

Electronic billing is a mandatory requirement for students attending the University of Iowa. Tuition, fees, and other incurred charges are billed electronically on a monthly basis. Notification is sent via email on the first business day of the month when the billing statement (U-Bill) is available for review within the MyUI student portal.

If there is a reason why you are unable to view the U-Bill online and believe you should receive a printed monthly statement, please complete the information below and provide justification why you should be granted an exemption from electronic billing.

Briefly describe your reason for requesting an exemption from electronic billing in the space provided. Examples of circumstances which may qualify for an exemption:

- **Disability** (of either the student or a family member who is responsible for payment of tuition & fees)
- **Lack of Internet access** (exclusive registration in distance learning course not offered online)

Name (printed): _____

Date: _____

University ID#: _____

Phone: _____

Email Address: _____

Reason for Exemption Request:

Signature: _____

Return completed form to:

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