Billing Office – Student Staff

The students of the Billing Office:

- Answer over 36,000 phone calls per year
- Respond to over 10,000 e-mails per year
- Make us laugh & keep things interesting
Student U-Bills are billed electronically and are viewable through ISIS 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 on ISIS
- How to add a Bank Account
- How to make a Payment via ISIS
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 ISIS with guest access assigned by the student.

- Like University of Iowa Billing on Facebook to receive important updates and reminders.
- Payment due date is the 22nd of each month.
### University Billing Office – General U-Bill Information

- Tuition & Fee rates based on student’s enrollment can be viewed on the Registrar’s website.
- Pricing based on room and board 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>$4,052</td>
<td>$13,945</td>
</tr>
<tr>
<td>Room &amp; Board Charges**</td>
<td>$4,864</td>
<td>$4,864</td>
</tr>
<tr>
<td>Total Cost per Semester</td>
<td>$8,916</td>
<td>$18,809</td>
</tr>
</tbody>
</table>

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* Tuition Rates for Fall 2015 and Spring 2016 approved by Iowa Board of Regents
** Based on Office of Student Financial Aid on-campus Housing & Meals estimates
Questions about Iowa Residency?

- Residency requirements are established by the Iowa Board of Regents.

- Need more information?
  - Call or visit the Residency Office
    - 34 Macbride Hall
    - (319) 335-0223
  - Check the Office of the Registrar's website

University Billing Office – Installment Payment Plan

- Tuition & Fees and Room & Board 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 on the first month’s bill 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
All other charges are due in the month billed.

- **Parking Tickets**
  - If the vehicle is registered in the parent’s name, and is not registered with the parking office by the student, the U-Bill will go to the parent.

- **Student Health Insurance**
  - If your student is covered under your health insurance plan and you did not indicate it on their Admissions Profile, *you will be billed for the Student Health Insurance Plan (SHIP)* on the U-Bill.
## U-Bill Summary (Account# 123456)

- **Last Statement Date:** 08/01/2015
- **Payment Due Date:** 08/28/2015
- **Last Statement Balance:** $80.00
- **New Payments and Credits:** $8914.00
- **New Charges:** $8834.00
- **Current Balance:** $0.00
- **Minimum Payment Due:** $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**
### Detailed Transactions

<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>-$4,039.50</td>
<td></td>
<td>$80.00</td>
</tr>
<tr>
<td>07/22/2014</td>
<td>Payment from ACH</td>
<td>-$80.00</td>
<td></td>
<td>$0.00</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>-$3,454.50</td>
<td></td>
<td>$1,340.00</td>
</tr>
<tr>
<td>07/31/2014</td>
<td>Estimate - Unsubsidized Stafford Loan Fall 2014</td>
<td>-$1,340.00</td>
<td></td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Total: $8,834.00  - $8,914.00  = $0.00
University Billing Office – U-Bill Payment Methods

- Online through ISIS using Student or Guest Account
- In Person using cash, 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
    - College Illinois: http://collegeillinois.org

- Credit cards are not accepted for 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 ISIS 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 disburse. Estimated financial aid will be on the first U-Bill of each semester. Typically, financial aid only pays for tuition & fees and room & board. If there is a problem awarding or disbursing financial aid, the reason(s) will be displayed on the disbursement page in ISIS. Private Donor Scholarship checks should be mailed to: Office of Student Financial Aid Room 208 Calvin Hall Iowa City, IA 52242
### Financial Aid – Disbursement Page

<table>
<thead>
<tr>
<th>Aid released to Billing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aid applied to U-Bill</td>
</tr>
<tr>
<td>Aid refunded</td>
</tr>
</tbody>
</table>

**Fall 2014 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>06/15/14 Federal Direct Parent Plus Loan</td>
<td>$1,915.00</td>
</tr>
<tr>
<td>06/15/14 Unsubsidized Stafford Loan</td>
<td>$1,292.00</td>
</tr>
<tr>
<td>06/26/15 Subsidized Stafford Loan</td>
<td>$932.50</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>09/02/14 Subsidized Stafford Loan</td>
<td>$1,486.50</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,486.50</strong></td>
</tr>
</tbody>
</table>

**No Outstanding Financial Aid Issues**
Refunds of excess aid begin the week before classes start.
- 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 parent’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.
The 1098-T is needed for taking advantage of any educational-related tax deductions.

Reports to the IRS the amount of tuition billed in a calendar year and all gift aid.

1098-T will be available on ISIS by January 31st
- A paper copy will be mailed to student’s residing address listed in ISIS.
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 1\textsuperscript{st}

✓ Have a discussion with your student about who can view the U-Bill on ISIS 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 you are borrowing the Parent PLUS Loan.
✓ 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 1\textsuperscript{st} of each month.
✓ Like University of Iowa Billing on Facebook before August 3\textsuperscript{rd}.
Facebook Prize Drawing August 3rd

University of Iowa Billing on Facebook prior to Monday, August 3rd for a chance to win this Hawkeye gift!

5 winners will be announced on Facebook on August 3rd!
Office of Student Financial Aid
2015-2016 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 ISIS, Student Records. Under Financial Aid heading:
  - 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 Request for PLUS Loan form.
- Communication (primarily e-mail) about re-applying for financial aid is sent to students in early January. In the e-mail, we inform students to forward the e-mail to their parents.

- Families can start completing the 2016-2017 FAFSA beginning on January 2, 2016. You are encouraged to use estimated income on the FAFSA so that the FAFSA is filed as soon as possible after January 1. 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
2015-2016 Financial Aid

- ISIS information for 2016-2017 will be available late January 2016
- Award notification begins early March 2016

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 accommodations in order to participate in this program, please contact the **Office of Student Financial Aid** at 319-335-4650.
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