Accounts Receivable Office

University Billing and U
ACCOUNTS RECEIVABLE

0880 Beardshear Hall

(ground floor)

(515) 294-7388 | ubill@iastate.edu | www.ubill.iastate.edu
What is a U-Bill?  
Where is my U-Bill?  
Who can see my U-Bill?  
Who can discuss my U-Bill?  
How can I pay?  
Are payment plans available?  
Why do I need to set up Direct Deposit?  
What is CyCash?
WHAT IS A U-BILL?

- U-BILL = UNIVERSITY BILL
- ELECTRONIC BILL
- VIEWABLE IN ACCESSPLUS ON THE 1ST

WHAT WILL BE CHARGED TO MY U-BILL?

- TUITION & FEES
- HOUSING
- MEAL PLANS
- MISCELLANEOUS UNIVERSITY CHARGES
- BOOKS (OPTIONAL)

DUE ON THE 20TH
WHERE IS MY U-BILL?
WHO CAN SEE MY U-BILL?

ONLY THE STUDENT CAN SEE THE U-BILL...

...ADDITIONAL ACCESS CAN BE GRANTED FOR A PARENT OR THIRD PARTY BY THE STUDENT

THIRD PARTY ACCESS
SEPARATE ID & PASSWORD FROM STUDENT USED BY PARENT OR THIRD PARTY
STUDENT = ADMINISTRATOR VIEW BILL ONLINE PAY BILL ONLINE
THIRD PARTY ACCESS
WHO CAN DISCUSS MY U-BILL?

ONLY THE STUDENT...unless the ACCOUNT INFO RELEASE is completed

STUDENT = ACCOUNT OWNER/1ST PARTY
3RD PARTY = ANYONE OTHER THAN THE STUDENT

ACCOUNT INFO RELEASE ALLOWS MOM, DAD, OR OTHER 3RD PARTY TO CALL OUR OFFICE AND DISCUSS THE DETAILS OF THE STUDENT’S U-BILL
ACCOUNT INFO

Account Information and Authorization Release

I authorize ISU to release educational record information as it relates to my university receivables account to the following individual(s). I understand that this authorization partially waives my rights under the Family Educational Rights and Privacy Act (FERPA) of 1974 which provides students with a number of rights regarding their educational records. I also understand that this authorization can be revoked only by me at a time I so choose. A copy of the billing statement can be sent for a $8.00 fee per semester.

Name
Address Line 1
Address Line 2
Address Line 3
City
State:
Select 'International' for international address
Zip Code
Phone Number:
If an email address is entered, ubill notices will be sent to this address.
Email Address

Information Release only
Email Notification and Information Release
Mail Statement and Information Release ($8.00 fee)

Delete this record
Update
HOW CAN I PAY?

**ONLINE**
Pay with a checking or savings account in AccessPlus.

**DROP BOX**
Located on ground floor of Beardshear Hall.
Pay with a check or certified funds.

**MAIL**
Send check or certified funds to ISU Treasurer’s Office.
1220 Beardshear Hall
515 Morrill Road
Ames, IA 50011

Write student name and university ID number on payment.

Credit/debit card payments are not accepted for U-bill payments.

Include payment slip with payment.
EDUCATIONAL SAVINGS ACCOUNTS

EDUCATIONAL SAVINGS ACCOUNT (ESA) & 529 PLAN PAYMENTS ARE ACCEPTED

CONTACT YOUR PLAN ADMINISTRATOR

DO THEY REQUIRE AN INVOICE TO RELEASE FUNDS?

NO INVOICE REQUIRED
WORK DIRECTLY WITH PLAN ADMINISTRATOR TO HAVE FUNDS SENT TO ISU

YES, REQUIRES INVOICE
1.) GO TO WWW.UBILL.IASTATE.EDU
2.) SUBMIT ELECTRONIC ESA REQUEST FORM
3.) RECEIVE EMAIL WHEN FORM IS ACCEPTED

* In the event that the student’s account has been paid in full, we will not invoice an ESA/529 Plan.

NOTE: IF THE U-BILL BALANCE IS NOT 100% COVERED BY THE ESA/529, IT IS THE STUDENT’S RESPONSIBILITY TO PAY THE REMAINING BALANCE BY THE DUE DATE.
ARE PAYMENT PLANS AVAILABLE?

PAY IN FULL
NO ADDITIONAL FEES

DUE DATES:
FALL = AUGUST 20
SPRING = JANUARY 20
SUMMER = MAY 20

NOTE: YOU MAY HAVE ADDITIONAL MISCELLANEOUS CHARGES THROUGHOUT THE SEMESTER

DEFERRED BILLING PLAN
$20 FEE PER SEMESTER
MINIMUM PAYMENTS FOR FIRST 3 MONTHS OF EACH SEMESTER
MINIMUM PAYMENTS SHOWN ON U-BILL EACH MONTH

MONTHLY PAYMENT PLAN
$50 ANNUAL FEE
PLAN ENROLLMENT REQUIRED
COVERS FALL/SPRING
AUTO-DEBIT FROM CHECKING OR SAVINGS ON 20TH OF EACH MONTH (REQUIRED)
DEFERRED BILLING PLAN

$20 FEE PER SEMESTER

MINIMUM PAYMENTS FOR FIRST 3 MONTHS OF EACH SEMESTER

MINIMUM PAYMENTS SHOWN ON U-BILL EACH MONTH

NO SIGN-UP NECESSARY – SIMPLY PAY THE MINIMUM DUE BY THE 20TH OF EACH MONTH

FALL
AUGUST 20
SEPTEMBER 20
OCTOBER 20

SPRING
JANUARY 20
FEBRUARY 20
MARCH 20

SUMMER
MAY 20
JUNE 20
JULY 20
MONTHLY PAYMENT PLAN

$50 ANNUAL FEE (DEDUCTED WITH FIRST MONTHLY DEBIT)

COVERS FALL/SPRING

ENROLLMENT OPEN MID-MARCH THROUGH MID-JULY IN ACCESSPLUS

PARENT/THIRD PARTY MAY SET UP THROUGH THIRD PARTY ACCESS

AUTO-DEBIT FROM A CHECKING OR SAVINGS ACCOUNT ON 20TH OF EACH MONTH (REQUIRED)

<table>
<thead>
<tr>
<th>Payment Plan</th>
<th>Enrollment Deadline</th>
<th>First Deducted Payment</th>
<th>Fall Semester Charges Paid by</th>
<th>Last Deducted Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 month</td>
<td>April 18</td>
<td>April 20</td>
<td>September 20*</td>
<td>March 20</td>
</tr>
<tr>
<td>11 month</td>
<td>May 17</td>
<td>May 20</td>
<td>October 20*</td>
<td>March 20</td>
</tr>
<tr>
<td>10 month</td>
<td>June 18</td>
<td>June 20</td>
<td>October 20*</td>
<td>March 20</td>
</tr>
<tr>
<td>9 month</td>
<td>July 18</td>
<td>July 20</td>
<td>November 20*</td>
<td>March 20</td>
</tr>
</tbody>
</table>

*if a balance remains outstanding, the payment plan may be under-budgeted. Refer to U-Bill in AccessPlus for outstanding balance.
The first debit from your bank account will include the $50 enrollment fee.

## Iowa State University Monthly Payment Plan

- **Beginning Date:** 04/20/2018
- **Monthly Payments:** 12
- **Ending Date:** 03/20/2019

### Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room</td>
<td>4,562.00</td>
<td>Room Figures are estimated</td>
</tr>
<tr>
<td>Fees</td>
<td>1,180.00</td>
<td>(These figures reflect 17-18 rates, pending Regent approval of 18-19 tuition/fees)</td>
</tr>
<tr>
<td>Meal Plan</td>
<td>4,200.00</td>
<td>See Meal Rates</td>
</tr>
<tr>
<td>Books</td>
<td>1,000.00</td>
<td>Estimated</td>
</tr>
<tr>
<td>Misc</td>
<td>800.00</td>
<td>(Average Annual Amount)</td>
</tr>
</tbody>
</table>

**Total Expenses:** $10,042.00

### Credits

- **Scholarships:** 0.00
- **Grants:** 0.00
- **Loans:** 0.00
- **Additional Payments:** 0.00

**Total Credits:** $0.00

**Net Budgeted:** $10,042.00

½ amount budgeted due by August 20 - remaining due by January 20.

[PRE-POPULATED]

[ENTER YOUR FIGURES]
INTERNATIONAL BANK-TO-BANK

WESTERN UNION BANK-TO-BANK TRANSFER

INITIATED IN ACCESSPLUS

INTERNATIONAL CURRENCY OF YOUR CHOICE
(CONVERTED TO US DOLLARS)

Funds transmitted to ISU electronically

Typically posted in 3-5 days after your bank initiates payment

Steps to Make a Payment
WHY DO I NEED TO SET UP DIRECT DEPOSIT?

AVAILABLE FINANCIAL AID IS APPLIED DIRECTLY TO CHARGES ON U-BILL 4-5 DAYS BEFORE CLASSES BEGIN.

ANY EXCESS FUNDS ARE REFUNDED VIA DIRECT DEPOSIT INTO CHECKING OR SAVINGS ACCOUNT OF YOUR CHOICE.

SET UP IN ACCESSPLUS FOR A TIMELY REFUND!
WHAT IS CYCASH?

CYCASH = OPTIONAL

MONETARY VALUE ADDED TO ISU CARD

MAX CHARGE = $50

USES:
- LAUNDRY
- VENDING
- PARTICIPATING DINING LOCATIONS
GET SOCIAL!

Facebook

Twitter

IAState

Ubill
WE’RE HERE TO HELP!

WALK-IN ADVISING AVAILABLE

SUMMER
MON-FRI 7:30AM - 4:00PM

SCHOOL YEAR
MON-FRI 8:00AM - 4:30PM

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