

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
 - 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: 8/24/2026**

Installment Payment Plan

Deferred Payment Plan

- Eligible Charges
 - Tuition
 - Housing – Room & Meal Plan
- 3 installments payments

Semester	Payment 1	Payment 2	Payment 3
Fall	August	September	October
Spring	January	February	March

- **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:08/01/2026

Payment Due Date:08/24/2026

Statement Balance:\$6,000.00

Recent Account Activity:\$0.00

Current Balance:\$6,000.00

Minimum Due	Past Due
\$2,000.00	\$0.00

Pay U-Bill

Print U-Bill

ALERTS & MESSAGES

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

QUICK LINKS

Understanding Your U-Bill

Add a Bank Account

Payment Methods

Billing Rights Summary

Contact the Billing Office

> U-Bill Detail (Account # 123456)

Statement Date:2026-08-01

> Recent Account Activity (Since Last Statement)

> Payment History Activity

U-Bill Payment Options

- Online through MyUI
 - checking or savings account
- In Person/Mail (2700 University Capitol Centre)
 - Personal check, cashier's check, money order
- Credit Card
 - 2.75% non-refundable service fee for domestic credit cards
- 529 Plans
 - Speak with your 529 plan administrator

Disbursement of Financial Aid

Financial Aid Office:
Determines Aid Eligibility
Awards Financial Aid Packages

Release
Aid

Billing Office:
Apply Aid to U-Bill
Refund Excess Aid

- **Estimated financial aid will be posted to the first U-Bill of each semester**
- **Mail Outside 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

Aid Released to Billing

Financial Aid	Amount
Federal Direct Plus Loan	\$1,915.00
Subsidized Stafford Loan	\$2,418.00
Unsubsidized Stafford Loan	\$1,292.00
Total:	\$5,625.00

Aid Applied to U-Bill

Financial Aid Applied to Bill	Amount
Federal Direct Plus Loan	\$1,915.00
Subsidized Stafford Loan	\$932.50
Unsubsidized Stafford Loan	\$1,292.00
Total:	\$4,139.50

Aid Refunded

Financial Aid Refunded	Amount
Federal Direct Plus Loan	Refund by Direct Deposit \$1,485.00
Total:	\$1,485.00

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