

University Billing and U



Accounts Receivable Office

IOWA STATE
UNIVERSITY



Accounts Receivable

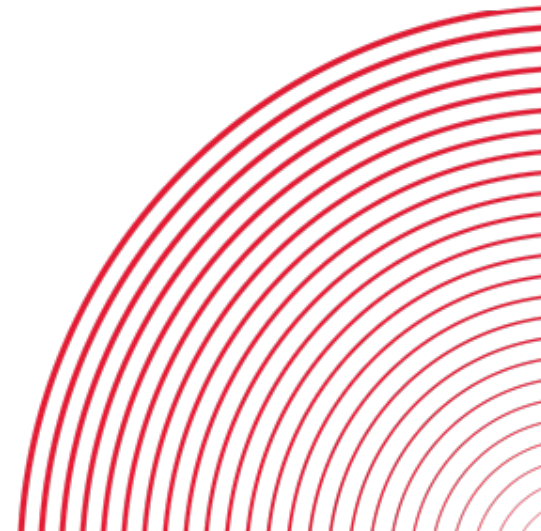
- 0880 Beardshear Hall (ground floor)
- (515) 294-7388
- ubill@iastate.edu
- www.ubill.iastate.edu





Overview

- 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 my U-Bill?
- 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 of each month



What will be charged to my U-Bill?

- Tuition & Fees
- Housing
- Meal Plans
- Miscellaneous University Charges
- Books (optional)

Due on the 20th of each month

Where is my U-Bill?

The screenshot displays the ACCESSPLUS website interface. At the top left, the logo reads "ACCESSPLUS" with "About | Logout" below it. On the top right, there are navigation tabs for "A+ Home" and "Student". A search bar with the placeholder text "Enter keyword" is located in the top right corner. The main content area is titled "Account/U-Bill" and contains the text "The Accounts Receivable System" followed by "<< Select an option from the list". On the left side, there is a vertical menu with red horizontal bars next to each item. The items in the menu are: U-Bill, Prior Statements, Pay Bill Online, Semester Summary, Gift Certificate, Payroll Deduct Signup, Authorize Aid, Monthly Pmt Plan, MPP Summary, Direct Deposit Signup, Account Info Release, 1098T Signup, Terms/Conditions, Billing Inquiries, Contact Us, Fee Pmt Information, and Student Loan History. Below the menu, there are additional categories: Account/U-Bill, Address Change, Admissions, Campus Dining, and Campus Housing. The page is decorated with several red and orange circular graphics and a bar chart with five red bars of varying heights on the right side.

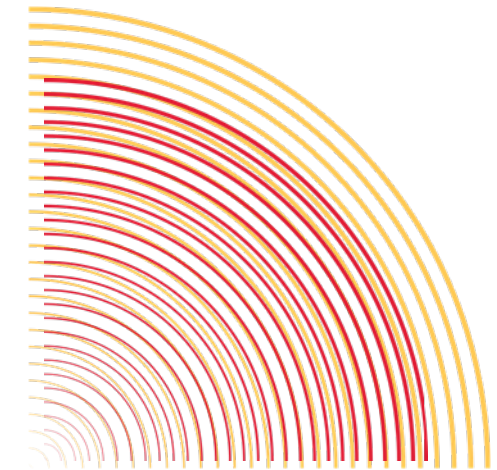
Who can see my U-Bill?



- 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 and Password
- Used by Parent or Third Party
- Student = Administrator
- View Bill Online
- Pay Bill Online



Third Party Access

ACCESSPLUS
About | Logout

Home Student

Messages

Account/U-Bill
Address Change
Admissions
Campus Dining
Campus Housing
Campus Org Events
Class Registration
Class Schedule
Current Stdnt Info
CyCash
Degree Audit
Direct Deposit
Emergency Contact
Enrollment Cert
Financial Aid
Gift Certificate
Grad Stdnt Status
Grades&Transcripts
Graduation
Health Insurance
ISU Alert
Parking Division
Residence Contract
Student Job Board
Tax Info (1098)
Telephone Services
Third Party Access
Votes and Surveys

Browse Accounts
▶ Display Account
Add Account
Update Profile
Change Password
Delete Account
Instructions

Account/U-Bill
Address Change
Admissions
Campus Dining
Campus Housing
Campus Org Events
Class Registration
Class Schedule
Current Stdnt Info
CyCash
Degree Audit
Direct Deposit
Emergency Contact
Enrollment Cert
Financial Aid
Gift Certificate
Grad Stdnt Status
Grades&Transcripts
Graduation
Health Insurance
ISU Alert

Third Party Access: Update Account Profile

Third Party Login ID: 19570744
Name: Cy Cyclone
Status: active

Third Party access privileges for this account can be added or updated from the list below.

Student	Employee
OFF Account/U-Bill	OFF Payroll Info

Check only the functions you would like to delegate, then Submit to update.

U-Bill and Prior Statements and Pay Bill Online
Monthly Pmt Plan and MPP Summary

Submit

Before you submit, you must accept the [Account/U-Bill terms and conditions](#). You are required to do this each semester to enable access by your third party account.

To allow Iowa State University to release information in person or over the phone to a third party, you must provide their name and address on the [Account/U-Bill Account Info Release](#).

OFF [Campus Dining](#)
OFF [Class Schedule](#)
OFF [CyCash](#)
OFF [Financial Aid](#)
OFF [Grades&Transcripts](#)
OFF [Tax Info \(1098\)](#)

Who can discuss my U-Bill?

 Only the Student...unless the **Account Info Release** option is completed.

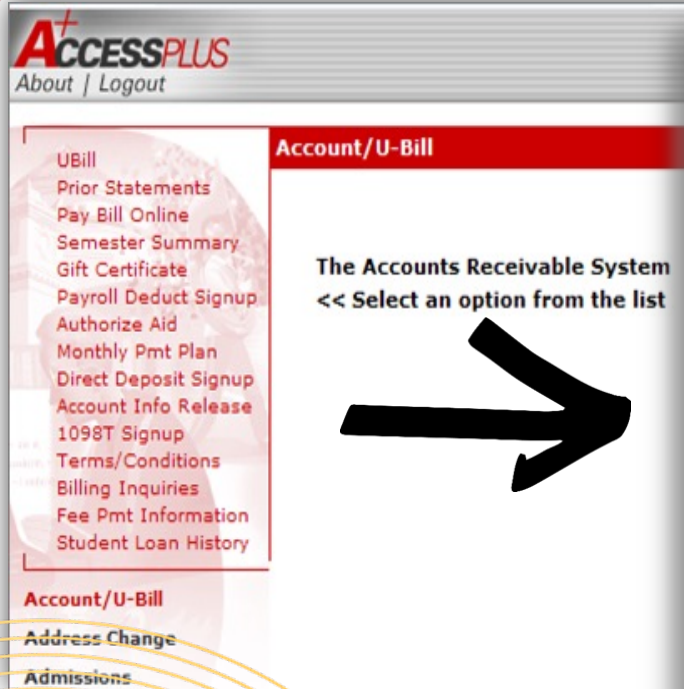
Account Info Release

Allows Mom, Dad, or Other 3rd Party to contact the Accounts Receivable Office to discuss the details of the Student's U-Bill

 Student = Account Owner/1st Party

3rd Party = Anyone other than the Student

Account Info Release



ACCESSPLUS
About | Logout

- UBill
- Prior Statements
- Pay Bill Online
- Semester Summary
- Gift Certificate
- Payroll Deduct Signup
- Authorize Aid
- Monthly Pmt Plan
- Direct Deposit Signup
- Account Info Release**
- 1098T Signup
- Terms/Conditions
- Billing Inquiries
- Fee Pmt Information
- Student Loan History

Account/U-Bill

Address Change

Admissions

The Accounts Receivable System
<< Select an option from the list

Account Information and Authorization Release

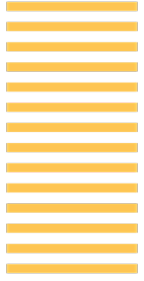
I authorize ISU to release educational record information as it relates to my university receivables account to the following individual(s). I understand that this authorization partially waives my rights under the Family Educational Rights and Privacy Act (FERPA) of 1974 which provides students with 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.

Additional Address 1	Additional Address 2
Name <input type="text"/>	<input type="text"/>
Address Line 1 <input type="text"/>	<input type="text"/>
Address Line 2 <input type="text"/>	<input type="text"/>
Address Line 3 <input type="text"/>	<input type="text"/>
City <input type="text"/>	<input type="text"/>
State <input type="text" value="v"/>	<input type="text" value="v"/>
Select 'International' for international address	Select 'International' for international address
Zip Code <input type="text"/>	<input type="text"/>
Phone Number <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>

If an email address is entered, ubill notices will be sent to this address.

Email Address

<input checked="" type="radio"/> Information Release only	<input checked="" type="radio"/> Information Release only
<input type="radio"/> Email Notification and Information Release	<input type="radio"/> Email Notification and Information Release
<input type="radio"/> Mail Statement and Information Release (\$8.00 fee)	<input type="radio"/> Mail Statement and Information Release (\$8.00 fee)



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 Check or Certified Funds

Mail

Send Check or Certified Funds to:

Iowa State Treasurer's Office

1220 Beardshear Hall

515 Morrill Road

Ames, IA 50011

Write
Student
Name and
University
ID Number
on Payment

Include
Payment
Slip with
Payment

Credit/Debit Card
Payments are
NOT Accepted for
U-Bill Payments



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 Iowa State.



Yes Invoice Required

- 1) Go to www.ubill.iastate.edu
- 2) Complete ESA Request form
- 3) Submit to Accounts Receivable Office

Note: If the U-bill balance is not 100% covered by the ESA/529 Plan payment, 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

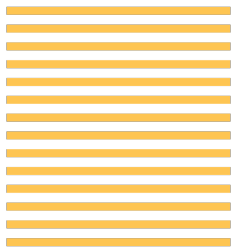
Note: You may have additional miscellaneous charges throughout the semester

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 and Spring
- Auto-debit (required) from checking or savings account on 20th of each month



Deferred Billing Plan

- \$20 Fee per Semester
- Minimum payments for first 3 months of each semester
- Minimum payments shown on the 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 and Spring
- Enrollment opens mid-March through mid- July in AccessPlus
- Parent/Third Party may set up through Third Party Access
- Auto-debit (required) from a checking or savings account on 20th of each month.

Payment Plan	Enrollment Deadline	First Deducted Payment	Fall Semester Charges Paid by	Last Deducted Payment
12 month	April 16	April 20	September 20*	March 20
11 month	May 18	May 20	October 20*	March 20
10 month	June 17	June 20	October 20*	March 20
9 month	July 16	July 20	November 20*	March 20

Monthly Payment Plan

Account/U-Bill

Cust ID ID Type **University ID** Date Selling Agency Ticket Number

The first debit from your bank account will include the \$50 enrollment fee

Iowa State University Monthly Payment Plan Seq 1

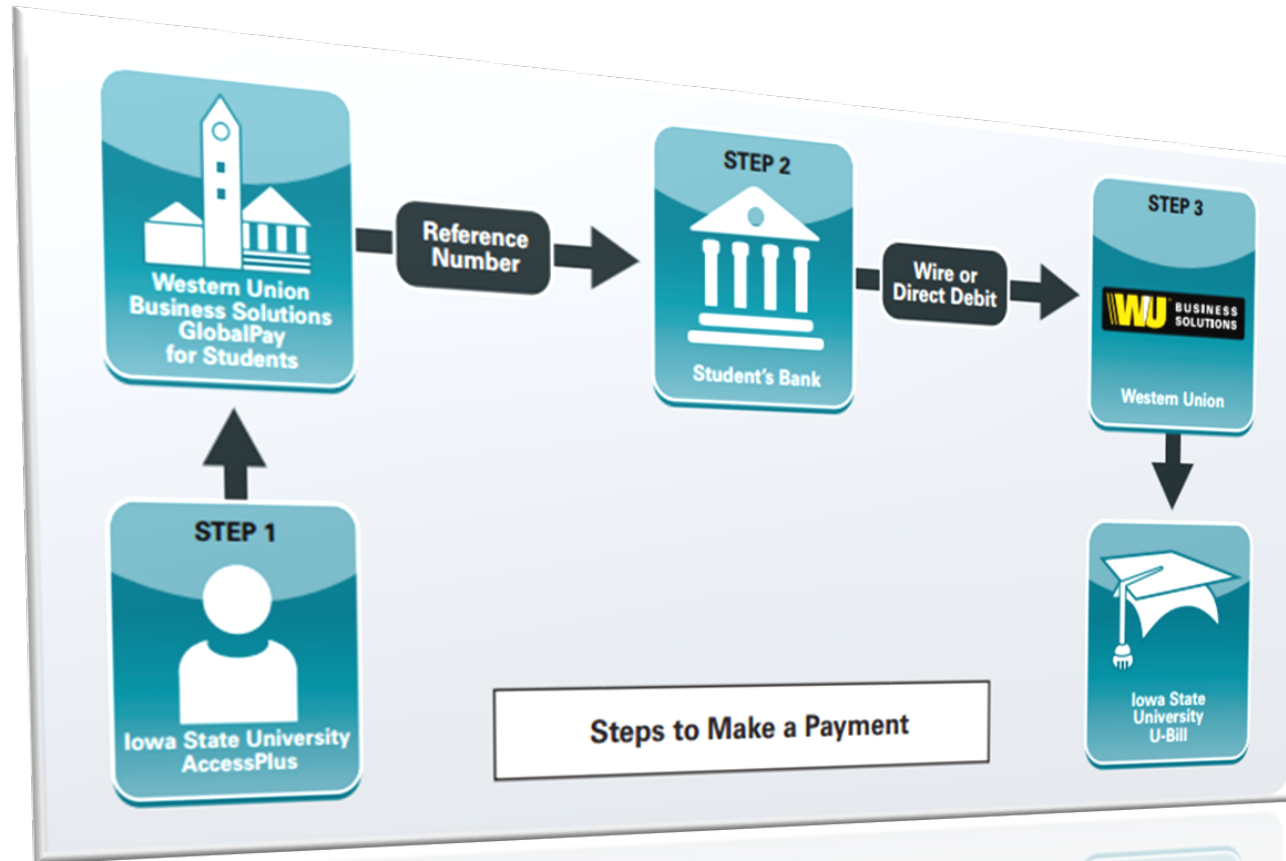
Beginning Date: 11 Monthly Payments Ending Date (MM DD CCYY)

Expenses		Credits: Please enter applicable amounts	
Tuition	<input type="text" value="26,402.00"/> (These figures reflect 20-21 rates, pending Regent approval of 21-22 tuition/fees)	Scholarships	<input type="text" value="0.00"/>
Fees	<input type="text" value="1,495.00"/>	Grants	<input type="text" value="0.00"/>
Room	<input type="text" value="4,950.00"/> Room Figures are estimated	Loans	<input type="text" value="0.00"/>
Meal Plan	<input type="text" value="4,498.00"/> See Meal Rates	Additional Payments (including 529 funds or education savings account)	<input type="text" value="0.00"/> ½ amount budgeted due by August 20 - remaining due by January 20
Books	<input type="text" value="1,000.00"/> Estimated		
Misc	<input type="text" value="600.00"/> (Average Annual Amount) Misc charges could include, but not limited to, cycash, course/lab fees, parking permit/fines, athletic tickets, student health charges, etc.		
Total Expenses		Total Credits Net Budgeted	

PRE-POPULATED FIGURES

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

Why do I need to set up Direct Deposit?



For A Timely Refund!

- Available Financial Aid is applied directly to charges on the 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



What is CyCash?



- CyCash is optional
- Monetary value added to ISU Card
- Maximum charge = \$50

Uses:

- Laundry
- Vending
- Participating Dining Locations



IAStateUbill

We're here to help!

Summer

Monday-Friday 7:30 AM – 4:00 PM

School Year

Monday-Friday 8:00 AM – 4:30 PM

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