

# UNDERSTANDING YOUR U-BILL

## Step 1: Login to MyUI and View Your U-Bill

1. Using your preferred browser, navigate to <https://myui.uiowa.edu> and login with your HawkID and password.
2. Access your U-Bill

### Students:

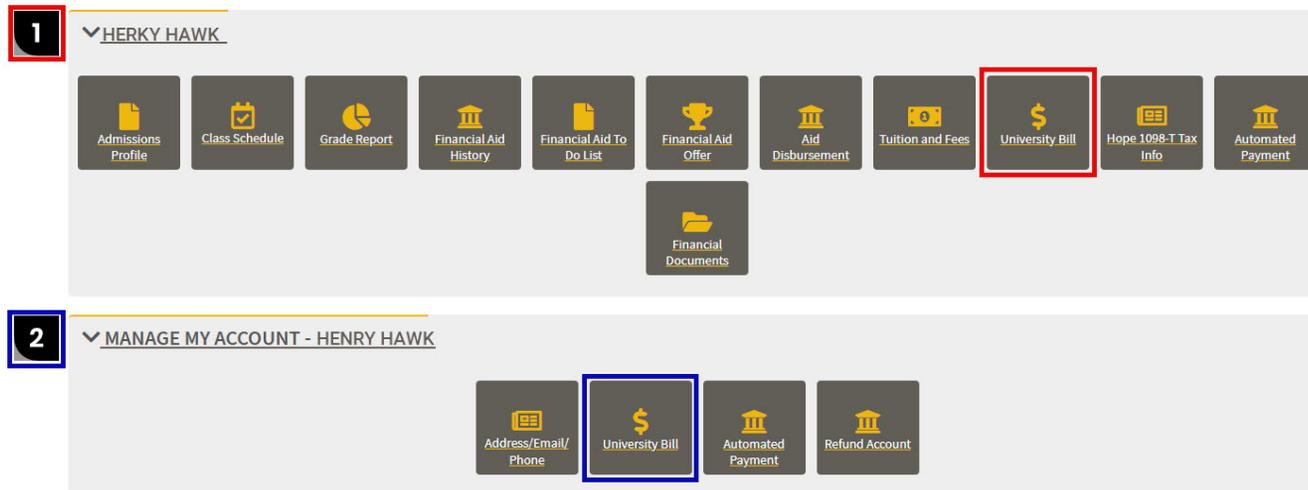
- Locate your U-Bill by selecting the UBill tile on the MyUI homepage -OR-
- Select "FINANCIAL AID & BILLING" from the MyUI banner on the top of the page and then select the "University Bill" link (under *Finances & Billing*)



FINANCIAL AID	FINANCES & BILLING
<a href="#">Financial Aid To Do List</a>	<a href="#">University Bill</a>
<a href="#">Financial Aid Offer</a>	<a href="#">Aid Disbursement</a>
<a href="#">Financial Aid History</a>	<a href="#">Bank Information - Automated Payment</a>

### Guests:

1. Locate your student's U-Bill by selecting the University Bill tile displayed under their name
2. Locate your U-Bill by selecting the University Bill tile displayed under "MANAGE MY ACCOUNT – YOUR NAME"



**1** HERKY HAWK

Admissions Profile | Class Schedule | Grade Report | Financial Aid History | Financial Aid To Do List | Financial Aid Offer | Aid Disbursement | Tuition and Fees | **University Bill** | Hope 1098-T Tax Info | Automated Payment

Financial Documents

**2** MANAGE MY ACCOUNT - HENRY HAWK

Address/Email/Phone | **University Bill** | Automated Payment | Refund Account

### Step 2: View of MyUI U-Bill Page

The U-Bill page in MyUI is divided into six sections:

1. **U-Bill Summary:** Account summary information such as Payment Due Date, Minimum Due, Statement Balance, etc.
2. **Alerts & Messages:** Important account information. Messages should be reviewed regularly and may require action.
3. **Quick Links:** Provide quick access to U-Bill instructional guides, Summary of Billing Rights and contact information for University Billing.
4. **U-Bill Detail:** Displays statement information for the most recent U-Bill, ability to review prior U-Bills.
5. **Recent Account Activity:** Transactions appearing in this section have not been billed and will appear on the next U-Bill.
6. **Payment History Activity:** Displays a listing of previous or upcoming scheduled payments.

The screenshot shows the MyUI U-Bill page for account # 793812. The page is divided into several sections:

- U-Bill Summary (Account# 793812):**

Statement Date:	08/01/2025
Payment Due Date:	08/22/2025
Statement Balance: <b>i</b>	\$11,332.00
Recent Account Activity: <b>i</b>	-\$11,109.40
<b>Current Balance: <b>i</b></b>	<b>\$222.60</b>
Minimum Due: <b>i</b>	Past Due: <b>i</b>
\$0.00	\$0.00

Buttons: [Pay U-Bill](#), [Print U-Bill](#)
- Alerts & Messages:**
  - Your account has pending payments or credits. If you have paid the appropriate amount, any restrictions to your account should be lifted within 24 hours. If you have a separate collections balance, there may be a longer delay.
  - Your account is up to date. You have no restrictions to your charging or registration privileges.
  - Fall and Spring Contract charges (tuition & fees, room & board) can be paid in three installments, all other charges are due in full in the month they are billed.
- Quick Links:**
  - [How To Read Your U-Bill](#)
  - [How To Add a New Bank](#)
  - [How To Make a Payment](#)
  - [Summary of Billing Rights](#)
  - [Contact the Billing Office](#)
- Navigation:**
  - > [U-Bill Detail \(Account# 793812\)](#)
  - > [Recent Account Activity \(Since Last Statement\)](#)
  - > [Payment History Activity](#)

### Step 3: U-Bill Summary

1. **Statement Date** – Date of the most recent U-Bill
2. **Payment Due Date** – Date Statement Balance is due
3. **Statement Balance** – Account balance (also may be referred to as Balance Due or Amount Due)
4. **Recent Account Activity** – Total of all new transactions not yet billed (will be included in next month’s statement)
5. **Current Balance** – Statement Balance minus payments and/or credits plus Recent Account Activity
6. **Minimum Due** – Amount that MUST be paid by the Payment Due Date to avoid late payment fee and account restrictions. Includes Past Due balance. Paying the Minimum Due in months where contract charges have been billed will automatically enroll the student in the Deferred Payment Plan and a deferred payment fee will be assessed.
7. **Past Due** – Unpaid amount owed from prior U-Bill
8. **Pay U-Bill Button** – Displays the Automated Payment page where online payments are created
9. **Print U-Bill Button** – Displays the U-Bill in PDF format where it can be downloaded or printed

U-Bill Summary (Account# 793812)	
1	Statement Date: 08/01/2025
2	Payment Due Date: 08/22/2025
3	Statement Balance: <b>i</b> \$11,332.00
4	Recent Account Activity: <b>i</b> -\$11,109.40
5	<b>Current Balance: <b>i</b> \$222.60</b>
6	Minimum Due <b>i</b> \$0.00
7	Past Due <b>i</b> \$0.00
8	<a href="#">Pay U-Bill</a>
9	<a href="#">Print U-Bill</a>

### Step 4: U-Bill Details

U-Bill Detail (Account# 793812)

**1** Statement Date:  
2025-08-01

**2** NOTIFICATION METHOD

E-mail notification of this bill was sent to herky-hawk20@uiowa.edu at 13:10:03, on 8/18/2025.  
E-mail notification of this bill was sent to herky-hawk20@uiowa.edu at 13:10:03, on 8/18/2025.

**3** STATEMENT OF ACCOUNT

Billing Account#	Amount in Collection	Payment Due Date	Amount Due	Minimum Payment
793812	\$0.00	8/22/2025	\$11,332.00	\$2,610.67

**4** Paying less than the STATEMENT BALANCE DUE will automatically enroll you in the deferred payment plan and result in a \$20 deferred payment fee for the semester.  
Fall and Spring Contract charges (tuition & fees, room & board) can be paid in three installments, all other charges are due in full in the month they are billed.  
YOUR REGISTRATION WILL BE RESTRICTED IF THE MINIMUM PAYMENT IS NOT RECEIVED BEFORE 08-22-2025.  
Your tuition assessment on 08/01/2025: Tippie College of Business, 1st Year, Resident rate, 17 Semester Hours = \$6,888.00 [View Assessment](#)  
Your Available Financial Aid on 08/01/2025: \$1,750.00 [View Aid](#)

- Statement Date:** This field can be used to change between the most recent U-Bill to a prior month statement (current month plus 12 prior months).
- Notification Method:** Displays the email information where and when the U-Bill notice was sent.
- Statement of Account:** Displays a summary of the billing account number, amount in collection, payment due date, amount due (may also be referred to as Statement Balance, Balance Due, Total Balance Due, etc.) and Minimum Payment (minimum acceptable payment to avoid restrictions and late fees).
- Messages:** Important messages regarding your account, should be reviewed each month.

1 DETAILED TRANSACTIONS				
Date Billed	Description	Charges	Payments/Credits	Balance
	Cannot Find a Prior Balance			\$0.00
04/15/2025	Records and Document Fee - Degree Fall 2025 <i>i</i>	\$250.00		\$250.00
07/21/2025	Tuition & Fees Assessment Fall 2025 <i>i</i> <i>≡</i>	\$6,888.00		\$7,138.00
07/23/2025	Iowa Scholars Award (Estimate) Fall 2025 <i>i</i>		-\$1,750.00	\$5,388.00
07/24/2025	Residence Hall Meal Plan Fall 2025 <i>i</i> <i>≡</i>	\$2,350.00		\$7,738.00
07/25/2025	Residence Hall Room Contract Fall 2025 <i>i</i> <i>≡</i>	\$3,594.00		\$11,332.00
		\$13,082.00	-\$1,750.00	\$11,332.00

2 SUMMARY OF TRANSACTIONS			
Last Statement Balance	- Payments and Credits	+ Current Charges	= Current Statement Balance
\$0.00	-\$1,750.00	\$13,082.00	\$11,332.00
Billing Account#	Name - University ID#	Statement Date	Minimum Payment
793812	Hawk20, Herky H - 00000020	8/1/2025	\$2,610.67

- Detailed Transactions:** New charges, payments and credits with date billed, description, amounts and running balance
- Summary of Transactions:** Last statement balance minus total payments and credits plus total new charges = Current Statement Balance
  - Current Statement Balance** is the total amount due by the Payment Due Date
  - Minimum Payment** is the minimum acceptable payment if you wish to avoid restrictions and late fees.

If the payment received is any amount less than the Current Statement Balance, you may be automatically enrolled in a deferred payment plan. Information regarding the Deferred Payment Plan can be found at <https://billing.uiowa.edu/payments#Deferred-Payment-Options>.

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  - If mailing a payment, please include your name and billing account #.
  - Pay your U-Bill with an automatic withdrawal from your bank account. Login to MyUI and go to Financial Aid & Billing > University Bill and select the Pay U-Bill button.
  - Acceptable payment methods include ACH (electronic bank transfer), personal check, money order, credit card, or cashier's check. We do not accept cash or foreign checks for U-Bill payment. Visit [billing.uiowa.edu/payments](http://billing.uiowa.edu/payments) for additional payment options.
  - When you provide a check as payment, you authorize that we may use the bank information on your check to either make a one-time electronic fund transfer from your account or to process the payment as a check transaction.
  - You will be assessed a \$30 fee for any returned payment.
  - Students with a registration restriction from a past due U-Bill must pay their balance before they will be allowed to register for future sessions.
  - Students living in the residence halls who are restricted from registering will be required to move out of their residence hall by 12PM on the last day of the semester. For additional information please contact University Housing and Dining at 319-335-3000.
  - If any portion of your account balance has been transferred to collection, payments will first apply to the collection balance.
  - Delinquent accounts may be reported to national credit bureaus.
  - For answers to U-Bill questions, please visit [billing.uiowa.edu](http://billing.uiowa.edu).
  - For questions regarding your statement, contact us at 319-335-0071, or email [ubill@uiowa.edu](mailto:ubill@uiowa.edu).

3. **Messages:** Billing account disclosures are displayed at the bottom of the U-Bill below the Summary of Transactions and should be reviewed on a monthly basis.

## Step 5: Recent Account Activity

Recent Account Activity (Since Last Statement)				
Date	Description	Session	Charges	Credits
09/01/2025	ITS Print Charges through 2025-08-31	Fall 2025	\$3.64	
09/02/2025	Payment from ACH			-\$447.60
09/10/2025	Online Materials MATH:1005:0232 - ICON Direct	Fall 2025	\$68.04	
09/10/2025	Online Materials ECON:1100:0BBB - ICON Direct	Fall 2025	\$76.64	
09/10/2025	Online Materials BUS:2200:0006 - ICON Direct	Fall 2025	\$10.00	

Transactions that appear under Recent Account Activity have posted to the account but have not yet been billed.

- Once these transactions are billed, they will disappear from the Recent Account Activity and will appear in the U-Bill Detail section of the page. For example, charges that appear under Recent Account Activity in August will appear on the September U-Bill.

### Step 6: Payment History Activity

▼ [Payment History Activity](#)

Date	Description	Amount
9/2/2025	Payment from ACH	\$447.60
8/16/2025	Payment from ACH	\$1,332.00
8/8/2025	529 Payment - Flywire	\$10,000.00

Payment History Activity is a listing of previous or upcoming scheduled payments. This section displays:

- **Payment Date:** Effective date of payment
- **Description:** Type of payment (ACH, Credit Card, etc.)
- **Amount:** Amount of payment received