

# ACCESSING YOUR TERM BILL

*This guide will explain how to access your UC term bill and how to interpret each section of the bill.*

- 1) From the Catalyst Student Homepage, select the *My Finances* Tile. You are immediately directed to a screen that shows your Account Summary and Financial Aid Awards (if applicable).
- 2) The Account Summary section will show how much you owe, what's due now, future payment, and last payment.
- 3) In the Account Summary section, select the **View Term Bill** link.

The screenshot displays the 'My Finances' section of the Catalyst Student Homepage. On the left is a navigation menu with options: My Finances (selected), Billing Information, Manage Financial Aid, Student Health Insurance, and Financial Aid Links. The main content area is titled 'Account Summary' and contains the following information:

You Owe:	\$6,732.00
Due Now:	\$6,732.00
Future Due:	\$0.00
Last Payment:	\$0.00
	Date Not Available
	<small>You have no payment activity.</small>

Below the summary are two links: [View Pending Financial Aid](#) and [View Term Bill](#). At the bottom of the main content area are two prominent red buttons: 'ACCOUNT INQUIRY' and 'MAKE A PAYMENT'.

- 4) Choose the term of the bill you wish to view then select **Continue**. Check your web browser's pop up blocker if your Term Bill does not download right away.

Refer to the next page of this guide for explanations on how to understand your Term Bill.

## UNDERSTANDING YOUR TERM BILL

### Summary of Tuition, Fees, and Other Charges

UC tuition is comprised of four required fees.


- **Instructional fee:** Covers costs associated with instruction and classroom time including classroom supplies and materials.
- **General Fees:** Used to allocate funds for non-instructional student services and activities.
- **Campus Life Fee:** Covers campus recreational and entertainment facilities as well as programming. Program fees are college-specific and varies based on the major/program.
- **Information Technology and Instructional Equipment Fee:** Used to fund access to the university's information technology.

Summary of Tuition, Fees, and Other Charges	
Instructional Fee	\$4,661.00
General Fee	\$398.00
Campus Life Fee	\$257.00
Info Tech & Inst Equip Fee	\$184.00
<b>Sub-Total Tuition &amp; Fees:</b>	<b>\$5,500.00</b>
<b>Other Charges (detailed below):</b>	<b>\$1,232.00</b>
<b>Total:</b>	<b>\$6,732.00</b>

### Schedule with Tuition & Fees

Although fees are charged at a flat rate, this section provides an estimated breakdown of the cost per class for your convenience.

- **Full Time:** Full-time tuition and fees are billed at a flat rate based on the student's academic program.
- **Part Time:** Students enrolled part-time (11 credits or less for undergrad and less than 10 for graduate students) are billed at the actual tuition rate per credit hour listed.



University of  
**CINCINNATI**

**Student Name:** Lucy Bearcat  
**Student UCID:**  
**Term:** Fall Sem 2018 (2188)  
**Academic Status:** Full-Time  
**Billing Status:** Full-Time

**Make Payments**  
On-Line @  
<https://catalyst.uc.edu>

Mail Payments to:  
University of Cincinnati  
PO Box 030695  
Cleveland, OH 44193

**Office of the Bursar**  
University of Cincinnati  
PO Box 210140  
Cincinnati, OH 45221-0140

2618 McMicken Circle  
500 University Pavilion ML 0140

Phone: (513) 556-3966  
Fax: (513) 556-2681  
E-Mail: [bursar@ucmail.uc.edu](mailto:bursar@ucmail.uc.edu)  
Web: [www.uc.edu/bursar](http://www.uc.edu/bursar)

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Schedule with Tuition & Fees			Offering	Credit	Course	Cost	Total
	College		College	Hours	Fee	per Course	Course Cost
ARAB	1001	BASIC LIT ARABIC I	15	5.00	\$0.00	\$1,964.28	\$1,964.28
COMM	2081	BUSINESS COMM	15	3.00	\$0.00	\$1,178.58	\$1,178.58
ENGL	1001	ENGLISH COMP	34	3.00	\$0.00	\$1,178.58	\$1,178.58
PSYC	1001	INTRO TO PSYCHOLOGY	15	3.00	\$0.00	\$1,178.58	\$1,178.58
<b>Total Credit Hours and Cost:</b>			<b>14.00</b>				<b>\$5,500.00</b>

The above is a summary of the student's schedule and costs per class. Full-time enrolled students are charged flat fees, so these costs are allocated over the entire schedule based on enrolled units (credit hours). Part-time enrolled students are charged per unit (credit hour) based on offering college, residency, etc. so total cost per course should reflect actual cost.

Payment Plans	Amount	Date
There are no <b>Payment Plans</b> to display for this term.		

Refunds and Returns	Amount	Date	Status/Notes
There are no <b>Refunds and Returns</b> to display for this term.			

Unapplied Aid/Payment	Amount	Status/Notes
There are no <b>Unapplied Aid/Payment</b> to display for this term.		

Other Charges	Date	Amount
Hlth Ins: Student	10/11/2018	\$1,232.00

Payments Used to Pay Charges in Term	Date	Amount
There are no <b>Payments</b> to display for this term.		

### Other Charges

Any additional charges that are assessed outside of the required tuition and fees are listed in this section. These charges are assessed to students that elect to enroll in specified university services or programs.

Students are required to have health insurance coverage when enrolled for at least 6 credit hours. This coverage can be waived if you are currently enrolled in a qualified health insurance plan. A waiver request must be submitted to exclude the charge.

### Payments & Refunds

This section lists your credits and refunds. The amounts received in any scholarships, grants, credited loans, and out-of-pocket payments for the semester are listed here. Bill payments can be made online through Catalyst. You can also mail a check or money order payment to: University of Cincinnati PO Box 932605 Cleveland, OH 44193