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.

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](image)

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.

![Schedule with Tuition & Fees](image)
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