### Initial Fall eBill example (one semester)

<table>
<thead>
<tr>
<th>Account Summary</th>
<th>Statement Date</th>
<th>Term</th>
<th>Due Date</th>
<th>Total Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000 Asp, Room 105</td>
<td>08/31/2016</td>
<td>Fall 2016</td>
<td>09/21/2016</td>
<td>$10,552.10</td>
</tr>
</tbody>
</table>

**Tuition and Fees**

- $10,552.10 (tuition and fees assessed for fall term)

**Other Charges**

- Banked Hours: $8,041.84
- Housing: $5,197.00
- Athletic Charges: $230.00
- Mandatory/Course Related Fees: $3,441.00
- Other: $1,850.00

**Waivers**

- Resident tuition waivers: $1,850.00

**Total Charges**

- $19,737.10

**Total Creditable/Withdrawn**

- $1,461.30

**Total Amount Due**

- $18,275.80

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The University of Oklahoma bills tuition, mandatory fees and course-related fees by semester term. All other charges are billed the month in which they are incurred. An email notification that your eBill is ready will be sent to you and your advisor and will be attributed the first of every month. In the initial eBill of each semester charges and payments are "rolled up," or totaled to appear on the Account Summary. In our example, under CHARGES, the Tuition Charges sum of $120 is composed of a $75 tuition and a $45 student fee. Tuition is assessed per semester and cannot be converted into cash or held for a future academic year. Mandatory fees and course-related fees are summed and displayed as one total. University housing and meal plans charges sum categorically and display as Housing. Under CREDIT/APPLIED/CREDITS, payments, deposits, scholarships and waivers (reductions of charges) are summed and displayed by their respective categories. In our example, the Deposit sum of $120 is composed of a $75 advising fee and a $45 Housing deposit (which together make up the Enrollment Commitment). Cash, check and credit card payments are treated as cash and summed together. To verify that all financial aid and cash payments have been applied, please visit detailed transactions via the Account Activity page.

The Account Activity page lists each transaction as a single-line item. In cases where you change your enrollment during the add/drop period (first 10 days of fall and spring semesters or first five days of summer semesters), there could be several Account Activity pages displayed. Course-specific fees and charges not related to enrollment will be identified by department. For questions about these charges, please contact the department directly. Our student account information booklet features a department reference guide along with additional information about the Bursar. Printed booklets are available in Buchanan Hall, Room 105, and in the Browsing Room of Wiegand Hall.

Please note: the online eBill is a snapshot of the student account taken at a specific point in time. The online Account Activity page displays real-time information. There may be instances when information will differ in the two locations. Also note that each authorized user has access to his/her own activity only. Authorization to pay does not authorize access to enrollment, grades or transcript information.

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### UNDERSTANDING YOUR CHARGES

A financial obligation is incurred with the university at the time of enrollment for which the student is financially responsible. Tuition and fees are assessed in early August (Fall semester) and in early January (Spring semester) and due in full the following month, respectively. Incomplete financial aid applications/ documentation, enrollment cancellation and/or withdrawal and unpaid balances may carry financial and/or registration consequences. Accounts with an unpaid tuition balance at the open of any enrollment period will be contacted for financial coaching/guidance. Payment of all charges is the student’s responsibility.

### FLAT-RATE TUTION

Flat-rate tuition is charged to undergraduate students upon full-time registration. Students who enroll in 12 to 21 hours per semester will pay a flat rate. Students enrolled in fewer than 12 hours pay per-credit-hour. Flat-rate does not apply to Graduate, Law or Advanced Program students. Students enrolled in only Liberal Studies courses will be charged tuition and fees on a per-credit-hour basis. Full-time undergraduate students who are registered for fewer than 30 hours for fall and spring (but pay the flat rate) may be eligible to participate in the summer session incentive program. Banked Hours are available for more information.

### BANKED HOURS

Full-time undergraduate students who pay the flat rate and take fewer than 15 hours per semester may be able to bank hours to use in the summer. The hours a student has banked will automatically be used to reduce summer charges for tuition and mandatory hourly fees. Banked Hours cannot be converted into cash or held for a future academic year. The University of Oklahoma bills tuition, mandatory fees and course-related fees by semester term. All other charges are billed the month in which they are incurred. An email notification that your eBill is ready will be sent to you and your advisor and will be attributed the first of every month. In the initial eBill of each semester charges and payments are "rolled up," or totaled to appear on the Account Summary. In our example, under CHARGES, the Tuition Charges sum of $120 is composed of a $75 tuition and a $45 student fee. Tuition is assessed per semester and cannot be converted into cash or held for a future academic year. Mandatory fees and course-related fees are summed and displayed as one total. University housing and meal plans charges sum categorically and display as Housing. Under CREDIT/APPLIED/CREDITS, payments, deposits, scholarships and waivers (reductions of charges) are summed and displayed by their respective categories. In our example, the Deposit sum of $120 is composed of a $75 advising fee and a $45 Housing deposit (which together make up the Enrollment Commitment). Cash, check and credit card payments are treated as cash and summed together. To verify that all financial aid and cash payments have been applied, please visit detailed transactions via the Account Activity page.

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### TUTION WAIVERS

Resident tuition waivers are used to reduce a student’s resident tuition charges up to the total waiver amount awarded for each semester. Tuition waivers cannot be used to pay other charges. In our example, under Tuition waivers, the tuition charge of $8,041.84 is composed of a $215 football and men’s basketball ticket and a $125 Fall sports ticket fee. Tuition waivers cannot be used to pay other charges. Mandatory fees and course-related fees are summed and displayed as one total University housing and meal plans charges sum categorically and display as Housing.

Under CREDIT/APPLIED/CREDITS, payments, deposits, scholarships and waivers (reductions of charges) are summed and displayed by their respective categories. In our example, the Deposit sum of $120 is composed of a $75 advising fee and a $45 Housing deposit (which together make up the Enrollment Commitment). Cash, check and credit card payments are treated as cash and summed together. To verify that all financial aid and cash payments have been applied, please visit detailed transactions via the Account Activity page.

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### IMPORTAN PAYMENT DATES

**Aug. 1**
- Tuition and fees assessed for fall
- Early disbursement of financial aid, waivers and scholarships

**Aug. 15**
- First billing statement
- 1st day to pay fall payment due without service charges*

**Sept. 1**
- Fall financial aid award statement
- 1st day to pay without fall $10 delay penalty

**Sept. 30**
- Authorization and award for spring

**Oct. 1**
- Early disbursement of financial aid, waivers and scholarships
- First spring billing statement
- 1st day to pay spring payment due without service charges*

**May 1**
- 1st day to pay spring without $10 delay penalty

* Early disbursement windows open in February and April. Paying in the early payment plan means you will not be charged service charges past 7/10 in order to not delay.

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### CONNECT WITH US

@OUFAN
- @OUFAN
- OUOFAN

bursar@ou.edu
- bursar@ou.edu
- (405) 325-3121
- (405) 325-3121

ou.edu/bursar
- ou.edu/bursar
- norman, ok 73019-0430
- norman, ok 73019-0430

(405) 325-3121
- (405) 325-3121
- Monday through Friday
- Monday through Friday

For accommodations on the basis of disability, please contact Bursar Services at (405) 325-3121.
PARENT/USER PAYMENT AUTHORIZATION

Only the student can authorize users to make payment on their Bursar account. From the oZONE home page click on Bill Pay. Click on “Authorized Users” and then click “Add Authorized User” to grant access to your account. Enter the parent/user email address. To authorize access to your 1098-T tax statement, select yes before you click continue.

When a student is not current with the payment plan, Registration, Transcript and Graduation holds may be placed on their account. A $50 late penalty is added at the end of the semester when all current tuition and fees are not paid in full.

PAYMENT PLAN

All charges are due the first day after they are billed. Paying in full by the first due date ensures that you pay no additional service charges or late fees. The university does provide a Tuition Payment Plan (TPP) for eligible students. Participation in TPP is limited to currently enrolled students for the semester in progress, including Summer Session. Participation in the plan requires no application. To participate, pay the percentage of your total charges (listed below) by each due date. Payments are due on the 22nd of each month. Students receiving financial aid are required to apply all of their financial aid to their account. All unpaid balances are subject to a 1.5% service charge assessed on the 22nd of each month. Service charges are calculated only on charges that are 30 days old or older.

Fall and Spring Semesters

<table>
<thead>
<tr>
<th>Month</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Month</td>
<td>50%</td>
</tr>
<tr>
<td>2nd Month</td>
<td>33%</td>
</tr>
<tr>
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Summer Enrollment

<table>
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<th>Month</th>
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</thead>
<tbody>
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<td>1st Month</td>
<td>50%</td>
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<tr>
<td>2nd Month</td>
<td>25%</td>
</tr>
<tr>
<td>3rd Month</td>
<td>20%</td>
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E-mail address of the authorized user:

Would you like to allow this person to view your payment statement and account activity?

Please note: the email address that student enters sets the user contact information.

Instructions. Afterward, eNotifications are sent when a new eBill is ready for viewing. Please check the status of your financial aid by going to the Money tab in oZONE.ou.edu. A financial aid notification is mailed and emailed to the student once their financial aid package has been awarded. Grants and Waivers are automatically accepted on your behalf, but loans require a signed promissory note and may require additional documentation.

We invite you to schedule a one-to-one financial counseling session during your campus visit by calling (405)325-3415. Don’t forget to pick up your complimentary copy of our student account information booklet, available in Buchanan Hall, Room 105, or the browsing room of Wagner Hall.

The UNIVERSITY OF OKLAHOMA

Hello from Bursar Services! Now that you have scheduled your New Sooner Enrollment Appointment, we want to say thank you and welcome you to the Sooner family. We are the central billing office for student accounts and disburse financial aid, scholarships and waivers, and we also post your payments. We understand planning for college education is a valuable and significant financial investment in your future. Please use these checklists to track completion of action steps to keep your OU student account in good standing.

We realize that as a young adult, managing and overseeing your financial account may seem daunting and overwhelming. This is why our staff of friendly, seasoned professionals is available to answer any questions you may have. Your college education is not limited to your in-class experience; it is also about learning to become an independent adult. Bursar Services is committed to helping you understand your student financial account and providing assistance as needed.

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