Understand your charges

A financial obligation is incurred with the university at the time of enrollment for which the student is responsible. Tuition and fees are assessed monthly August-January 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 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 tuition

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. 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. Visit ou.edu/flat-rate for more information.

Banked hours

Full-time undergraduate students who have paid the flat rate and take fewer than 15 hours per semester may be able to bank hours to avoid a tuition increase in the spring. If during the spring term a student takes fewer than 12 hours a student’s banked hours 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.

Tuition 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 charges on a student’s account, and cannot be converted into cash or held for a future academic year.

Work assistance tuition waiver

This special waiver is available to undergraduate students with financial need who work 25+ hours per week during the academic year. The spring session incentive program, Banked Hours. Visit ou.edu/flat-rate for more information.

Rule of 30

When your attempted hours* for the academic year total 30 or more you are no longer eligible for a Flat-Rate Exemption or Banked Hours.

Initial Fall EBill (example)

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 users you have authorized the first of every month. In the initial eBill of each semester, charges and payments are “rolled up” or totaled into credits on the Account Summary. In our example, charges under Mandatory/Course Related Fees is $2,148.00. The total of $2,148 is comprised of $1,250 in tuition, $578 in residency fee, $31 in sports fee and $191 in other course-related fees. Tuition waivers cannot be used to pay other charges which are summed and displayed as Housing.

Account summary

<table>
<thead>
<tr>
<th>Statement Term</th>
<th>Due Date</th>
<th>Total Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/26/2016</td>
<td>9/15/2016</td>
<td>$6,128.70</td>
</tr>
</tbody>
</table>

Under credit/anticipated credits, payments, deposits, scholarships and waivers (reductions of charges) are summed and displayed by their respective categories. In our example, the deposit of $250 is comprised of the $175 advising fee and $75 Housing deposit (charge which together make up the Enrollment Commitment). Cash, check and credit card payments are treated as cash and summed together. To verify all financial aid and cash payments have been applied, please review detailed transactions via the Account Activity page.

Important payments

Due dates:
- Fall due by Sept. 21 (40%)
- Spring due by Feb. 21 (40%)

**Promotional package, prices may vary

Student account activities

Check your OU email often. Contact us at ou.edu/bursar (405) 325-3211 8 a.m. to 5 p.m. M-F.

** Important communications regarding your account

If your records do not agree with the following, please contact the originating department.

For the application form, visit ou.edu/flat-rate

Follow us on Facebook and Twitter @OU_Bursar

implemented policy changes may apply to charges.

For accommodations on the basis of disability, please contact Bursar Services at (405) 325-3211

Connect with us
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. 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.

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 21st 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.

When a student is not current with the payment plan, registration, transcript, and graduation holds may be placed on their account. A $25 late penalty is added at the end of the semester when all current tuition and fees are not paid in full.

Fall and Spring Semesters

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 1</td>
<td>25%</td>
</tr>
<tr>
<td>Sep. 1</td>
<td>33%</td>
</tr>
<tr>
<td>Oct. 2</td>
<td>50%</td>
</tr>
<tr>
<td>Nov. 1</td>
<td>50%</td>
</tr>
<tr>
<td>Dec. 1</td>
<td>100%</td>
</tr>
</tbody>
</table>

Summer Enrollment

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 1</td>
<td>25%</td>
</tr>
<tr>
<td>Aug. 15</td>
<td>33%</td>
</tr>
<tr>
<td>Aug. 31</td>
<td>50%</td>
</tr>
<tr>
<td>Sep. 15</td>
<td>50%</td>
</tr>
<tr>
<td>Sep. 30</td>
<td>100%</td>
</tr>
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The UNIVERSITY OF OKLAHOMA

Bursar Guide

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 sound 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.

We invite you to schedule a one-to-one financial counseling session during your campus visit by calling (405) 325-3416. Don’t forget to pick up your complimentary copy of our student account information booklet, available in Buchanan Hall, Room 101, or the browsing room of Wuper Hall.

Online Payment

All payments must be remitted in U.S. currency. Checks should be made payable in U.S. dollars and drawn on a U.S. bank account.

Credit Cards: American Express, Discover, MasterCard and/or Visa credit card payments accepted only on oZONE.ou.edu. A 2.75% convenience fee (minimum $3) is added to each credit card transaction.

eCheck: Payment by eCheck has no additional fee at the time of payment. Any check returned for insufficient funds (NSF) will be assessed a $25 service fee.

The UNIVERSITY OF OKLAHOMA

Bursar Services

1000 Asp Ave., Room 105
Norman, OK 73019-4071
(405) 325-3121
bursar@ou.edu
@OUBursar

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Submit First $1,000 Tuition Payment

All incoming freshmen are required to make a tuition payment of $1,000, which is due on their enrollment date and considered late on Aug. 1. Students may submit partial payments prior to Aug. 1. When a student experiences difficulty paying the full $1,000 by the due date, they are required to submit a Tuition Payment Plan for review/approval. Bursar and Financial Aid Services representatives are available for financial coaching. To schedule an appointment with a financial coach, call us at (405) 325-3666 or email Keerstin Jennings at kjennings@ou.edu.

Verify FAFSA Has Been Received by Financial Aid Services

Check the status of your financial aid using the Money tab in oZONE.ou.edu.

Verify DU-FAN Has Been Received by Financial Aid Services

Check the status of your financial aid using the Money tab in oZONE.edu.

View DU-FAN to Accept/Decline Awarded Aid

Financial aid notifications in a student’s award package have been awarded and are available on their behalf. Loans require a signed promissory note and may require additional documentation.

Mail or Bring Private Scholarship Awards To:

Bursar Services

1000 Asp Ave, Room 105
Norman, OK 73019-4071
(405) 325-3666
bursar@ou.edu

If you have a question about your scholarship, call us at (405) 325-3666.

*Requires review and approval by designated ESFS representative.