STUDENT ACCOUNTING

Contact Information

Website: studentaccounting.unt.edu
Email: sfs@mail.unt.edu
In Person: Eagle Student Services Center (Rm 105)
Services Provided

1. Student Billing & Payment Options
2. Payment Plans
3. 3rd Party/ Sponsored Payments
4. Refund Processing & Tax Reporting
5. University ID Cards
Student Billing

- All bills are made available online with **24/7 access in myUNT**
- You can view your **account balance** (tuition & fees, housing & dining), **pending financial aid awards**, and **upcoming due dates**.
For Summer 2020, UNT will not assess the Athletic Fee, Medical Service Fee, Recreational Facility Fee, Student Union Fee or the Transportation Fee in response to the current situation. Your bill does not include these costs.

**What I Owe**

<table>
<thead>
<tr>
<th>Term</th>
<th>Charges &amp; Deposits</th>
<th>Pending Financial Aid</th>
<th>Total Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020 Summer</td>
<td>365.75</td>
<td>0.00</td>
<td>365.75</td>
</tr>
<tr>
<td>2020 Fall</td>
<td>0.00</td>
<td>2,250.00</td>
<td>0.00</td>
</tr>
<tr>
<td>2021 Spring</td>
<td>0.00</td>
<td>2,250.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>365.75</strong></td>
<td><strong>4,500.00</strong></td>
<td><strong>365.75</strong></td>
</tr>
</tbody>
</table>
## View Due Charges

### Charges Due

#### What I Owe

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/03/2020</td>
<td>362.13</td>
</tr>
<tr>
<td>07/10/2020</td>
<td>3.62</td>
</tr>
</tbody>
</table>

**Total Amount Due:** 365.75

#### Pending Financial Aid

<table>
<thead>
<tr>
<th>Award</th>
<th>Term</th>
<th>Business Unit</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TX Public Ed Grant Res Grad</td>
<td>2020 Fall</td>
<td>University of North Texas</td>
<td>1,250.00</td>
</tr>
<tr>
<td>UNT Tuition Grant Grad</td>
<td>2020 Fall</td>
<td>University of North Texas</td>
<td>1,000.00</td>
</tr>
<tr>
<td>TX Public Ed Grant Res Grad</td>
<td>2021 Spring</td>
<td>University of North Texas</td>
<td>1,250.00</td>
</tr>
<tr>
<td>UNT Tuition Grant Grad</td>
<td>2021 Spring</td>
<td>University of North Texas</td>
<td>1,000.00</td>
</tr>
</tbody>
</table>
The Fall 2022 payment deadline is August 25th at 5 PM

Students will receive a welcome letter to their student email address.
Available to Texas-Resident, Undergraduate Students (Freshmen and Transfer)

• Participants in the Save and Soar Tuition Plan can lock in their board designated tuition and differential tuition for 4 years.

• Rates are currently 2% higher than the traditional tuition plan but will not increase for 4 years.

Finish your degree faster and focus on what’s next by taking advantage of exclusive tuition savings on summer and winter sessions.

• Participants receive a discount of $100 per semester credit hour in the winter & summer sessions if they were enrolled in 14 or more credit hours in the previous semester.

• First-time freshmen living in UNT Housing and enrolled in at least 14 semester credit hours during the spring semester will receive a 40% discount in the housing rates during their first summer semester.
Opt in or Opt Out...

• Students are provided one opportunity to elect Save and Soar (will remain in traditional plan if you don’t opt in).

• Once your tuition and fee bill is available, go to myUNT to view the bill. Information for electing Save and Soar will be presented at that time.

• Additional information is available online at saveandsoar.unt.edu.
Payment Options

Online Payments in myUNT
- eChecks (online check payments using bank routing and account number)
- Credit/debit cards (charged additional 2.7% processing fee)
- International wire payments via FlyWire
  (Students can establish authorized payers for others to see balance and/or make payment.)

Mail (see address bottom right)
- Checks, cashier checks, and money orders (please include name and student ID number)

In Person
- Cash and checks are accepted in our office located in the Eagle Student Services Center (ESSC 105)

529/Education Savings Account Payments
- Mail in check payments
Making Online Payments

You will be routed to QuikPay to complete the payment process.

The QuikPay website allows you to view your balance due as well as manage your payment information. It also provides you with the ability to set up Authorized Payers who can view your balance within QuikPAY and make payment on your behalf.

Click on the "Pay Bill" button below to open QuikPAY and continue with the payment process.

View and Pay Bill
Making Online Payments

**View & Pay Accounts**

**University Of North Texas Details**

- Current Activity Details
  - Account Balance: $369.37
  - Statement Amount: $369.37
  - Statement Balance: $369.37

**Current Activity**

This information is accurate up to Wed, May 20, 2020 at 10:14:07 AM, CDT

Account Balance: $369.37

**Charges Due**

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Due Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>07-10-20</td>
<td>$3.62</td>
</tr>
<tr>
<td>07-31-20</td>
<td>$365.75</td>
</tr>
</tbody>
</table>

[Print]
Payment Plan

- Available in all semesters
- Recurring, automatic draft set up with credit card or U.S. bank account
- 10% down and a $35 non-refundable fee
- The earlier students sign up, the more payments they will have (up to 6 payments or as little as 3)
- The installment amounts will be even and will automatically rebalance if any account adjustments are made.
- If a student has pending financial aid, the plan will only be taken for the net balance that the aid will not cover.

Example if given 3 installments

$5,000 balance
- $2,000 scholarship

$3,000 on payment plan (3 installments/ same day each month)
$335 down (10% + $35 enrollment fee)
  - $900 payment
  - $900 payment
  - $900 payment
Students enroll in the plan online in myUNT.

1. Log into my.unt.edu
2. Click “Student Account.”
3. Click “Payment Plan” from the left-hand sidebar.
4. Click “View and Manage Payment Plan.”
5. Click the bubble next to the plan, and then click “Sign up for New Payment Plan.”
6. Follow prompts and enter your down payment.
7. You will receive a receipt once the plan is active!
3rd Party/ Sponsored Billing

- **Sponsored students** are students whose education at UNT is funded directly by a third party, called a sponsor.

- Sponsors can be *employers, educational institutions, government agencies, foundations, grants* or other institutional sources.

- Examples of sponsors include:
  - Texas Tuition Promise Fund, Texas Guaranteed Tuition Plan (formerly Texas Tomorrow Fund).
  - Any **businesses or companies** helping you pay your tuition and fees.

- You can **email us** about 3rd party billing at sponsoredbilling@unt.edu.
Texas Guaranteed Tuition Plan
(Formerly Texas Tomorrow)

Email us a copy of your signed membership card
sponsoredbilling@unt.edu
Refunds

- **Student refunds** are processed by Nelnet, a third-party vendor.

- **Choose a refund preference** by clicking the “refunds” link under “student account.”
  - Direct Deposit (ACH)
  - Prepaid Debit Card (provided by student)
  - If no preference is selected, the refund will be mailed to the address on file.

- **Parent PLUS loan** refund checks are mailed to the address on the loan application.

- **Additional information** is available online at [studentaccounting.unt.edu](http://studentaccounting.unt.edu).

**Find information about class drop and withdrawal refunds**

- Google “drop refunds UNT” to view drop/withdrawal refund charts before you drop a class or withdraw from the academic session.
Tax Reporting

- Student Accounting processes the **IRS 1098-T** form by the end of January each year.

- The form is posted in myUNT and available for students that opt-in to receiving an electronic form.

- Additional information can be found at [studentaccounting.unt.edu](http://studentaccounting.unt.edu).
ID Cards

- Our office issues all University ID cards (complete task in myUNT).
- There is no charge for the first UNT ID card. All replacement ID cards are subject to a $10 replacement fee.
- **We do not take student pictures in person**
- To pick up their ID card, students must have a valid government photo ID
  - Driver’s License, passport, or high school ID
New Student ID Card

Institution: University of North Texas
Status: Initiated
Status Date: 05/09/2022

The official UNT ID provides access to several on-campus amenities such as: Library access, events on campus, access to the recreational center and athletic events, access to on-campus dining and residence halls, and more.

There is no charge for your first UNT ID card. Replacement ID cards are subject to a $10 replacement fee.

Photos must meet the requirements listed below. (University ID Office reserves the right to refuse any photo that does not meet the requirements.)
- Current color photo
- White, smooth background
- Look straight at the camera
- Head and top of shoulders ONLY
- No borders on the photo
- No hats/bandanas/headbands/masks
- No sunglasses on face or top of head
- No props or extra people in the photo
- File format .jpg or .jpeg ONLY

Upload Photo
Authorized Payers

Through QuikPAY™, you are able to authorize others to make payments to your personal accounts.

- To create a new authorized payer, please click "Add New" button.
- To modify a currently authorized payer, please click "Edit" icon.
- To delete a currently authorized payer, please click "Delete" icon.

Add Authorized Payer

In compliance with the Family Educational Rights and Privacy Act of 1974 (as amended), your educational records and your student account information may not be released to a third party (e.g. your spouse, parents, grandparents, employer, etc.) without your written permission. By creating an authorized payer, you are giving written consent for that individual to make payments towards your account. You will be required to provide your account balance information to the authorized payer(s).

Authorized payers will access the QuikPAY website at essc.unt.edu/saucs.

Required fields are marked with an *

Authorized Payer Information

Authorized Payer's Full Name*: 

Authorized Payer's Email*: 

Confirm Email*: 

Create Login Name*: 

FERPA

*Family Educational Rights and Privacy Act*

- **FERPA** is a *federal law* that gives certain rights to parents regarding their children's educational records.

- These rights transfer to the student upon reaching 18 years of age or attending any school beyond the secondary level (high school).

- Student and parent rights are outlined online at [ferpa.unt.edu/what-is-ferpa](ferpa.unt.edu/what-is-ferpa)

- Student Consent for Release of Records can be completed online in [myUNT](http://myUNT).
FERPA - Release
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