



Navigating the Details – Financial Services

Financial Services Team Members

Financial Services

We are here to help students in the areas of:

- Billing and Collections
- Payment Services
- Tax Reporting



ZOT Account

YOUR DESTINATION FOR ALL THINGS FINANCIAL!

ZOT Account Student Portal - <https://zotaccount.uci.edu/>

Online access 24 / 7 (except for maintenance)

ZOT Account

Information students can view:

- Registration Fees
- Housing Charges
- Miscellaneous charges such as Lab, Tutoring, Student Health, etc.
- Financial Aid
 - There may be up to a 24-hour delay between when the ZOT account is updated with ZotAid
- Waivers
- Payments and Credits
- Disbursements and Refunds

Current Account Information: (08/17/20 - 09/15/20)

Student name: _____
 FALL 2020 Registration Fees: Paid

3

ZOT Account Summary

2

Amount due this billing cycle:	\$0.00
By 09/15/20 or before, after all conditions are met	
Past Due Balance	\$0.00
Current Charges/Debits	\$0.00
Current Payments/Credits	\$3,175.34 CR
Future Charges/Debits	\$0.00
Future Payments/Credits	\$0.00
For questions contact Campus Billing Services: CB5@uci.edu , (949) UCI-BILL (824-2455)	
Account Balance	\$3,175.34 CR

1

1. Past Due Charges
2. Registration Fees due by the Fee Payment Deadline
3. HOLDS that prevent payments or registration
4. FUTURE Transactions show charge/credit items with a Future Due Date

Past Due Transactions (description)

Trans Date	Paid	Dept.	Description	Reference	Trans. Amount	Due Date	Unpaid
Total:							\$0.00

Current Transactions or Credits (description)

Trans Date	Paid or Applied	Dept.	Description	Reference	Trans. Amount	Due Date	Unpaid or Unapplied
08/16/20	08/16/20	FIN AID	FALL 2020 Q UC Irvine Grant	5306H03	\$8,314.00 CR		\$3,175.34 CR
Total:							\$3,175.34 CR

4

Future Transactions (description)

Trans Date	Paid or Applied	Dept.	Description	Reference	Trans. Amount	Due Date	Unpaid or Unapplied
Total:							\$0.00

Account Balance \$3,175.34 CR

Account Balance with a CR represents funds owed to the student when the Quarter begins.

Billing Schedule & Payment Deadlines

- Registration, campus-based fees & housing charges are billed quarterly.
- Students receive notice via email when the new bill is ready in ZOT Account.
- **Best practice is to check ZOT Account at least once a month!**

TERM	BILLING DATE	PAYMENT DUE
Fall Quarter	August 15	September 16
Winter Quarter	November 15	December 16
Spring Quarter	February 15	March 17

Disenrollment

- If tuition and fees are not paid in full by the fee payment deadline, you will be disenrolled from your classes.
- Classes may not be available when students are allowed access to enroll again.

Payment Options

BEST CHOICE - PAY ONLINE!

Go to ZOT Account and select “Make an Online Payment”.
For same day posting, pay online by 5:00 pm; especially on deadlines.

- E-Check (ACH) – No fee
- Debit/Credit Cards - ONLY accepted online – not in person. A 2.85% service fee will be added to each transaction by our service provider, Transact Payments.

More Payment Options

- In-person payments can be placed in the *drop-box* located outside of the Central Cashier's office at Aldrich Hall.
 - In-person payment methods: check, cashier's check, money order.
 - *Cash is no longer accepted*
 - Go to: fs.uci.edu for the hours of operation and details regarding UCI's cashless initiative
- U.S. Mail – Check, Cashier's Check or Money Order (No Cash)
 - Make checks payable to: **UC Regents**
- 529/College Savings Plans – Request funds from your college plan provider and remit to UCI well in advance of the payment deadline.

Third-Party Sponsorship Billing

UCI will bill approved government and third-party sponsors for tuition and fee-related charges. Qualifying sponsors include approved corporations, vocational rehabilitation offices and government agencies including Military Tuition Assistance, Veterans Affairs (VA) and embassies located in the U.S.

The student must complete and execute an online Third-Party Contract Agreement at least **30 days** prior to each quarter's published payment due date to ensure that UCI has an adequate time to approve and apply a conditional credit to the student's ZOT Account.



Contact: thirdpartybilling@uci.edu for more information or see:
fs.uci.edu/student-billing/third-party.php

Prepayments and Overpayments

UC Irvine does not accept prepayments for future terms or overpayments on student accounts. Please pay only the amount due on your student account.

- If a charge is not billed on your Zot Account, payment should not be sent to the University.
- The University will not accept and/or hold excess payments on the student's account that are intended for living or other personal expenses.
- Payments for living or other personal expenses must be sent directly to the student.

International Wire Transfers

- International students who wish to wire funds must pay using one of UCI's authorized service providers:
 - Flywire 
 - Convera Global Pay 
- Payment is made through the ZOT Account Online by selecting "International Payments."
- Payment must be only for the amount due and made at least 14 days before the payment deadline.
- Allow ample time for the payment to arrive to avoid late fees and disenrollment if the payment includes registration.

Educational Records and Privacy

- Students may grant online 'Guest Access' to their parents to:
 - View their student account balance
 - Make payments to the student account
- Additionally, a student may wish to allow their financial information to be discussed with another individual (ex: a parent or guardian). The student can email cbs@uci.edu (from their UCI email account) with their full name and Student ID #, indicating that they would like to give permission to said individual. CBS will send the necessary authorization form to the student via DocuSign for processing.

Tax Reporting Act (TRA)

- Students are required to provide to the Registrar's office:
 - Current Legal Name
 - Social Security Number (SSN) or Individual Tax Identification Number (ITIN)
 - Current Address
- **Go GREEN!** Consent to receive 1098T electronically can be found on the ZOT Portal.
- Check your UCI email regularly for important notifications.

Important Reminders!

- **CHECK YOUR BILL REGULARLY** and always before the 15th of every month.
- **PAY ONLY THE AMOUNT DUE.** Overpayments and prepayments are not allowed and will be returned to the sender.
- **PAY ONLINE** whenever possible.
- **KNOW WHEN REGISTRATION FEE PAYMENTS ARE DUE** to avoid late fees and disenrollment.
- **CHECK OUR WEBSITE** for more information: <https://fs.uci.edu>

Financial Services is here for you!

Campus Billing and Collections : email cbs@uci.edu

Payment Services: email cashiers@uci.edu

1098-T tax information: email tra@uci.edu

Third-Party Billing: email thirdpartybilling@uci.edu

Read all about it on our website! <https://fs.uci.edu>



Many Thanks - Welcome to UCI!