SBS Makes it Easy!

Our Website

Our Services

• E-Bills
• Payment Options
• Payment Plan
• E-Refunds
• Access to Financial Information
• Authorizing Additional Users
• Need Help? We Are Here for You!

sbs.umbc.edu

Welcome Students

Student Business Services (SBS) is located on the third floor of the Administration Building.

SBS is the office that bills students, collects tuition and fees and issues student refunds. We process student payments, tuition remission, military waivers and post payments to student accounts from outside agencies.

sbs.umbc.edu

See: SBS Fall 2014 Orientation Presentation
Student Access to Financial Information
myUMBC - Billing & Personal Finance Topic
E-Billing Information

• Billing is electronic and called E-Bills!

• UMBC does not issue paper bills for student accounts.

• Students are notified electronically when E-Bills become available.

• Students access their E-billing information through myUMBC.

<table>
<thead>
<tr>
<th>Register By</th>
<th>E-Bill Date</th>
<th>Due Date</th>
<th>Late Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/31/14</td>
<td>08/01/14</td>
<td>08/20/14</td>
<td>08/25/14</td>
</tr>
<tr>
<td>08/31/14</td>
<td>09/02/14</td>
<td>09/20/14</td>
<td>09/25/14</td>
</tr>
</tbody>
</table>
Account Inquiry

- Available 24/7
- Real time update - information changes
- Breakdown of charges & payments
- For students only – via myUMBC

E-Bill

- Updated monthly
- Snapshot - information doesn’t change
- Summary of charges & payments
- For students and authorized users
Paying Online

• VISA, Master Card, American Express, and Discover. Credit Cards only accepted online. (2.75% convenience fee)
• ACH E-check (no fee)
• Campus Card (no fee)
• International wires

Paying In-Person

UMBC Cashier’s Office
Administration Building, Third Floor
Monday-Friday, 8:30am - 4pm

• The Cashier’s Office accepts cash, checks, money orders, and Campus Cards.
• A drop box is available after hours accepting checks or money orders only.

❖ Payments post to student accounts immediately and can be viewed in Account Inquiry.

sbs.umbc.edu
See: SBS Fall 2014 Orientation Presentation
Payment Plan

- UMBC offers a Payment Plan (MPP) as an alternative to payment in full. This allows you to conserve savings and budget expenses!!!

- $50 enrollment fee is charged per semester.

- Enroll and make payments conveniently online through myUMBC or Parent/Authorized User PIN Access.

- Plan currently available for fall and spring semesters only.

<table>
<thead>
<tr>
<th>Enrollment Deadline</th>
<th>Number of Payments</th>
<th>First Payment Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/19/14</td>
<td>5</td>
<td>06/20/14</td>
</tr>
<tr>
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<td>4</td>
<td>07/20/14</td>
</tr>
<tr>
<td>08/19/14</td>
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<td>08/20/14</td>
</tr>
<tr>
<td>09/19/14</td>
<td>2</td>
<td>09/20/14</td>
</tr>
</tbody>
</table>

sbs.umbc.edu/payment-plan
Other Payment Options

Agency Payments

• College Pre-Paid Funds
• Tuition Remission
• Third party Agency Payments

Please consult [sbs.umbc.edu/payments/agency-payments/](sbs.umbc.edu/payments/agency-payments/) for more information.

VA Tuition Benefits

The process for applying and obtaining VA tuition benefits begins in the Registrar’s Office.

Please consult [www.umbc.edu/veterans](www.umbc.edu/veterans) for more information.

VA Tuition Benefit Specialist
Lori Dethomas - [dethomas@umbc.edu](mailto:dethomas@umbc.edu)
410-455-2500
E-Refunds

• Students refunds are issued electronically.

• All students will receive the E-Refund card (below) in the mail.

• Students will need the card to activate their E-Refund preference. See options below.
  – Direct Deposit to One Account
  – Direct Deposit to a bank of your choice
  – Mailed Paper Check

sbs.umbc.edu/tuition-info/refunds/
Authorizing Additional Users (Parents / Others)

Creating an Authorized User Pin (Parent Pin)

• Students can grant access to view financial information online to “Authorized Users” (parents and others).

Authorization to Disclose Information Form

• Students can complete an Authorization to Disclose Information form which will grant others permission for SBS to disclose financial information by phone, email, or in person.

sbs.umbc.edu
See: SBS Fall 2014 Orientation Presentation
SBS Contact Information

Student Business Services
1000 Hilltop Circle
302 Administration Building
Baltimore, MD 21250

sbs.umbc.edu

Tel: (410) 455-2288   Fax: (410) 455-1821

Students submit questions to us by:
Requesting help on myUMBC

Parents/Others contact us by:
E-mailing: sbs@umbc.edu

Reminder: Parent Newsletter - Sign up for the Parent Connection, an electronic newsletter for parents. Email parents@umbc.edu to subscribe.