How does Student Business Services help me?
There are several ways the SBS Office works to serve you. The SBS Office is responsible for the university’s accounts receivable. We will play an important part in your college life, by interacting with you in several ways. These include maintaining your student account and sending you a periodic statement; providing you with a campus card; disbursing your financial aid and other monies owed to you, and providing you with student loan counseling once you graduate.

How do I receive my financial aid money?
SBS disburses refunds through direct deposit; including financial aid, housing, and other credits. These include “remainder amounts” and other forms of financial aid such as scholarships and Direct Loans for students. A “remainder amount” is the financial aid money owed to you after all of your university charges are paid. SBS staff will verify your enrollment units at the time of disbursement.

Credits, Refunds and Direct Deposit
By enrolling in Direct Deposit, any refunds from financial aid or cash/check overpayments are deposited directly into your bank account. Please sign up online at tritonlink.ucsd.edu. To ensure that you receive your refund in a timely manner, you must keep your bank account and current mailing address information up to date. Addresses must be updated by the end of each quarter on TritonLink. Failure to do so will result in delays in receiving your refund.

Managing your Billing and Student Account
E-Bill statements are produced monthly from the university and will list your charges and credits. Charges may include registration fees, housing, parking, and other purchases. Credits may include payments such as personal payments, grants, scholarships, and loans. After the credits are offset against the statement’s charges, you will either pay the remaining amount on the statement or receive a refund if there is a credit. We will send monthly email E-Bill notification to students and authorized parent payers. We encourage you to check your account online frequently to review any charges that may have posted to your account. It is a University of California policy that no student may continue in the next academic quarter if that individual owes money to the university. An automatic hold prevents the student from future registration until the bill is paid. Holds can be seen on TritonLink. The hold may also affect transcript requests.

Tuition and Registration Payment Plan
Another convenient service we provide is Triton Registration Installment Plan (TRIP). TRIP allows you to pay quarterly registration fees in three monthly installments within the quarter. You may sign up for TRIP on tritonlink.ucsd.edu.

Other Helpful Information
Visit the SBS website for more information on Authorizing Your Parent/Payer, Privacy and Your Rights and general information that will allow you to stay informed and educated to your responsibilities as a student at the University of California, San Diego.

New Student and Parent Checklist

- **Authorized Payer**
  Students authorize your parent or payer online! Authorized payers will have access to your UCSD Student Billing Statement online and will receive E-Bill Notifications when billing statements are ready to be viewed and paid online. To sign up your parent, please visit [https://tritonlink.ucsd.edu](http://tritonlink.ucsd.edu) under the billing and payment option. Please note: students and authorized payers will both receive email notifications and have the ability to view and pay bills online.

- **View the Online Student and Parent Tutorials**
  Located at [http://sbs.ucsd.edu](http://sbs.ucsd.edu)

- **Enroll in Direct Bank Deposit**
  Students sign up for direct deposit at [http://sbs.ucsd.edu](http://sbs.ucsd.edu)
  Avoid mailing time and trips to the bank to cash your refund, enroll in direct deposit for a fast, easy access of your refund in your US checking or savings account. The local bank ATMs available on campus: Bank of America, USE Credit Union, Wells Fargo and Chase.

- **Do you need assistance paying your UC Bill?**
  **Use the Triton Registration Installment Plan**
  Pay your quarter registration fees in 3 monthly installments
  Sign up for a quarter, the academic year, or entire UCSD career
  $30 non-refundable fee per quarter for residents
  $45 non-refundable fee per quarter for non-residents

- **Pay with E-Check**
  Fastest way to submit payments!
  Posts to student account immediately
  Avoid late fees
  Requires personal US checking account
  50 cent transaction fee for each use
  Set up a Payment Profile for your first payment for Fall 2011
  Other Forms of Payment: Cash, Check and Money Order
  We do not accept Credit Cards

- **Waive your Health Insurance by the Deadline!** Health insurance is required for all undergraduate, graduate, and professional students as a condition of enrollment. Students who have acceptable comparable insurance coverage may apply for a waiver to opt out of the SHIP plan. The waiver application is available online through TritonLink during scheduled waiver periods. Only one waiver per academic year may be processed through TritonLink.

- **Billing Due Dates for Registration**

<table>
<thead>
<tr>
<th>Registration Fees + Monthly</th>
<th>Fall</th>
<th>Winter</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Nov. 16, 2011</td>
<td>Feb. 17, 2012</td>
<td>May 18, 2012</td>
</tr>
</tbody>
</table>

Contact us with questions or concerns.
Feel free to contact Student Business Services with any questions at 858-822-4727 or check us out on the web at [http://sbs.ucsd.edu](http://sbs.ucsd.edu) for frequently asked questions.

View Student Business Tutorials online at [http://sbs.ucsd.edu](http://sbs.ucsd.edu)