

PAYMENT INFORMATION

Payment Deadlines

Semester	Priority Registration Begins for Declared Majors	Regular Registration Begins for all students	Payment Deadline for Regular Registration	Late Registration*	Payment Deadline*
Spring 2006	November 7	November 13	January 14, 2pm	January 17-20	February 8, 6pm

*Payment or payment arrangements for late registration and schedule changes must be made through e-services or the Cashier's Office, S310, by the date listed. Payment not received by these dates will result in cancellation of classes.

How Much Do You Owe?

After registering, visit UHD's e-services at www.uhd.edu/eservices and access **My Payment Info** for an online fee statement.

Payment Options

UHD gives you two payment options: you may pay in full or you may pay on the installment plan.

- **Full payment**--You may make your payment in full by check, credit card (VISA, Discover, and/or MasterCard) or cash.
- **Installments**--You may choose to make your payments in three installments. **Installments are available for the Fall and Spring semesters only. Make your installment payments online** via UHD's e-services www.uhd.edu/eservices or in person at the Cashier's Office. If you have questions, please call the Cashier's Office, 713/221-8196. Installment due dates are found in the Academic Calendar at the front of this bulletin.

Payment Methods

Web

You may access UHD's e-services www.uhd.edu/eservices to make full or installment payments using your VISA, MasterCard or Discover credit card.

Mail/Fax

Send or fax the completed Method of Payment Form, page 23, with check, money order or, when faxing, signature authorizing VISA, Discover or MasterCard charge. The Texas driver's license of the person signing the check and Student ID number must be on the face of the money order/check in order to process for payment. Be sure to enclose the proper amount. Classes will NOT be saved with less than the minimum required amount. Payment must be **received** by the payment deadline for each semester. (UHD does not receive mail on Saturdays.)

NOTE: If any check previously posted to your account, regardless of issuer, was returned due to insufficient funds or payment was stopped you may not be able to pay by check at this time. If you are unsure of your ability to pay by check, please pay by another method or contact the cashier's office to verify your status. Classes will NOT be saved if your check cannot be accepted.

If your check is returned due to insufficient funds, your classes will be dropped if the check is not paid within 10 days.

In Person or Drop Box

You can pay in person at the Cashier's office during their business hours, Monday–Thursday 8am to 6pm, Friday 8am to 5pm or use the drop box outside the Cashier's Office 24 hours a day. If using the drop box, please enclose the Method of Payment Form found on page 23 in a sealed envelope along with your payment or credit card information and place in the drop box by the payment deadline.