To Whom It May Concern:

Enclosed is the UCSD Billing Statement (invoice) for student(s) for whom you submitted payment authorization documentation for quarterly registration charges. The methods of payment are as follows:

- **Check Payment**
  If your agency is paying by check please make the check payable to “**U.C. Regents**” and mail to the following address:

  University of California, San Diego  
  Graduate Division  
  Attn: Financial Support Unit  
  9500 Gilman Drive #0003  
  La Jolla, CA  92093-0003

- **Bank Wire**
  If your agency is paying by bank wire:
  
  **UCSD receiving bank name:**  
  Bank of America, NA  
  **UCSD bank account number:**  
  1233018188  
  **UCSD bank routing (ABA) number:**  
  0260-0959-3  
  **UCSD bank account name:**  
  Regents of UC, UCSD Depository  
  **CHIPS Address:**  
  0959  
  **SWIFT Address:**  
  BOFAUS3N  
  **UCSD bank ACH format code:**  
  CTX

  **UCSD bank address:**  
  Bank of America  
  P.O. Box 37025  
  San Francisco, Ca. 94137

  **UCSD addendum information:**  
  UCSD invoice account number & Department contact

The official UCSD 2016-17 Tuition/Fee Chart may be obtained at:  
<http://www.ucsd.edu/current-students/finances/fees/registration/index.html>.

If you have any questions, please contact the Financial Support Unit of the Graduate Division at (858) 822-5332.

Sincerely,

UCSD Graduate Division  
Financial Support Unit  
9500 Gilman Drive #0003  
La Jolla, Ca. 92093-0003  
(858) 822-5332 Phone  
(858) 534-4304 Fax
GRADUATE DIVISION BILLING STATEMENT INSTRUCTIONS
Remit payment online with E-Check on TritonLink or return top portion of this bill with a check payable to U.C. Regents. Please send payment to the Graduate Division, 9500 Gilman Dr. #0003, La Jolla, CA 92093-0003. Please include graduate student’s account number on check or bankwire information.

EXPLANATION OF STATEMENT
Top Portion: Statement Closing Date: Payments and charges received after this date will appear on next month’s statement. Account Number: This is your personal identification number. This number should be written on your check or indicated in your bankwire information to assure proper credit to your account. Due Date: Payments received beyond the due date subject the account to suspension of future 3rd party billing privileges. Amount Due: This is the amount payable by you.

Middle Portion: Date: The date a payment or charge was applied to your account. The items on this statement are listed by date. Description: A short explanation of the payment or charge. Reference No: An invoice number or processing number, this number should be referenced when requesting additional information on a payment or charge. Payments/Credits: Amounts listed in this column indicate the amount of a payment or credit. Charges: Amounts listed in this column indicate the amount of a charge.

Bottom Portion: Previous Balance: Any outstanding amounts from a prior statement will show only as a previous balance. Current Charges: Sum of charges since last statement. Payments/Credits: Sum of payments and credits since last statement. Credit Balance: If an amount is printed here, your account transactions will be reviewed, and, if money is due you because of overpayment, a refund check will be issued in accordance with the University refund policy. Contact the Graduate Division for refund of other credit balances such as check or bankwire overpayments. Amount Due: This is the amount payable by you (as the agency) for those students listed on the attached billing statement.

Also see the Student Business Services website: http://sbs.ucsd.edu for more information on how to read your billing statement.

BILLING STATEMENT INQUIRIES
The Graduate Division serves as the central billing agent for UCSD graduate students receiving payment from an outside agency.

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<thead>
<tr>
<th>UCSD Information</th>
<th>Area Code (858)</th>
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<tr>
<td>UCSD Information</td>
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<tr>
<td>Returned Checks/Cashiers</td>
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<td>Bookstore Customer Service</td>
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<td>Financial Aid Office</td>
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<td>Graduate Division Financial Support</td>
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<td>Direct Bank Deposit</td>
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<td>Registration Fees/Registrar’s</td>
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<td>All Other Billing Items</td>
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