

## 529 College Savings Plans & Third Party/Sponsored Billing



UC Law SF students can use their 529 College Savings Plans or be funded directly by a third party to cover all or some of their tuition and fees for the semester. [These funds must arrive by the payment deadline to avoid late fees and being dropped from courses.](#)

### ***529 College Savings Plans***

Students may be able to use 529 College Savings Plans to pay their tuition and fees. The account holder must notify the 529 Plan administrator of the intent to access available funds.

- **Funds sent from 529 plan to you:** Most 529 plans do not require plan payments to be sent directly to the University. Instead, you or the plan owner can receive the payment, allowing you to make a direct payment to your student account in self-service. If your plan wants verification of your tuition and fees charges, you can provide a PDF copy of your UC Law SF invoice (available in self-service).
- **Funds sent to the University directly from the 529 plan:** If your plan requires that funds be sent directly to the University, an ACH or EFT is preferred. Please contact the Office of Fiscal Services ([fiscal@uclawsf.edu](mailto:fiscal@uclawsf.edu)) to obtain our bank information.

Checks can be made payable to UC Law SF and mailed to UC Law SF, Attn: Fiscal Services, 200 McAllister St., San Francisco, CA 94102. Please ensure the check is mailed in time to arrive by the due date.

### ***Third Party/Sponsored Billing***

If you are expecting a third party to pay your tuition and fees, contact us at least three weeks prior to the start of the semester. This allows us ample time to support you in gathering any necessary documentation they may require, such as completing authorization forms or issuing invoices for tuition and fees. Sponsors may include employers, educational institutions, government agencies, foundations, and institutional sources.

#### **Student Responsibilities**

- All third-party sponsored students must submit their required authorization details each semester at least three weeks before the fee payment deadline.
- Pay any charges not covered by your sponsor by the payment deadline to avoid being dropped from your classes for non-payment.
- **If your sponsor fails to pay the authorized charges by the tuition deadline, the unpaid charges become your responsibility.** Students are encouraged to remain in contact with their sponsor until the terms of the billing authorization have been met.
- Any portion of the student's bill not covered by the third party is due by the fee payment deadline to avoid late fees and being dropped from your courses.

Third-party sponsorship payments and payments from 529 College Savings Plans are posted to the student account as a general payment. Should any overpayment occur, refunds will be processed per our standard refund policy, and funds cannot be returned to individual plans.

### ***Employer Reimbursement***

UC Law SF does not handle reimbursement matters for students who pay their own term bills and are then reimbursed by their employers. If you are a student who has arranged to be reimbursed by your employer pending submission of grades or the completion of sponsor terms, you are responsible for adhering to all UC Law SF payment due dates.

If you have any questions, please do not hesitate to contact the Office of Fiscal Services at (415) 565-4704 or email: [fiscal@uclawsf.edu](mailto:fiscal@uclawsf.edu).