

Third-Party Payments

A third-party is an entity which guarantees payment of tuition and/or fees on behalf of a student with whom it has a relationship. Examples of a third party are:

- Employers
- City, County, State or Federal Government
- Military Units
- Foreign Governments
- Private Organizations

For non- military students:

Step 1: Download Statement of Understanding from Resources→[Statement of Understanding](#) (SOU)

Step 2: Complete and sign

Step 3: Attach additional paperwork if needed

Step 4: Submit completed SOU form and additional paperwork via e-mail to sbsforms@utep.edu

For military students and their dependents:

Student Business Services no longer requires an SOU form. Contact Military services at 747-5342 or via e-mail to mssc@utep.edu for pre-certification requirements.