Billing

Internal: The University of Texas at Austin + Affiliates

- The University of Texas at Austin customers pay via UT accounts linked to grants or other funding
- Invoices are e-mailed at the beginning of each month, followed by direct billing 3 days later (at minimum)
- Please make sure your UT accounts have sufficient funds
- Affiliates arrange payment as indicated for external customers below

Please note: the selected PI will receive the monthly DSF invoice, regardless of which grant account is used for payment (i.e. invoicing is by PI, not account).

Each month, charges are grouped by PI, and the total payment is processed via direct billing (IDT).

Payment must be made manually by PO or credit card once invoiced. In all cases, invoices are sent via e-mail to the PI and/or their designee.