

## UIC Student Account Holds

### **Admissions** (*Graduate Students*)

Missing admission documents — Origination Code: 2GRA - UIC Grad Admissions

**Contact Info: UIC Office of Admissions, (312) 996-4350 or via contact form:**

**<https://admissions.uic.edu/graduate-professional/contact-graduate-and-professional-admissions>**

The Office of Graduate and Professional Admissions is missing student's official transcript.

### **Admissions** (*Undergraduate Students*)

Missing admission documents — Origination Code: 2UGA - UIC Undergrad Admissions

**Contact Info: UIC Office of Admissions, (312) 996-4350 or check application checklist.**

The Office of Undergraduate Admissions is missing student's official transcript.

### **College Advising**

Contact your college office — Origination Code: 20CO UIC College

The Office of Academic Programs will remove 'College Advising' holds prior to registration opening and/or five (5) business days after you have met with your College of Nursing advisor.

- **Not met with your College of Nursing advisor:** Contact your College of Nursing advisor immediately to make an advising appointment. Confirm advisor has checked the 'Filemaker box' that shows you have met with them.
- **Hold after at least 6 days after your advising appointment:** Contact Tiara Beecham, [beecham1@uic.edu](mailto:beecham1@uic.edu).

### **Compliance College Specific**

Contact Nursing — Origination Code: 20CO UIC College

Check CastleBranch account. If not compliant, upload outstanding compliance requirement(s). If compliant and it has been 48 hours after CastleBranch has approved your document, contact Heather Sadilek, [hsadilek@uic.edu](mailto:hsadilek@uic.edu).

### **Financial Hold**

FH - Contact Accounts Receivable — Origination Code: 9OBF – USFSCO Holds

**Contact Info: USFSCO, [paymybill.uillinois.edu/contact](http://paymybill.uillinois.edu/contact)**

### **Immunization Hold**

Immunizations — Origination Code: 2OIR – UIC Ofc Immunization Records

**Contact Info: Office of the Registrar, (312) 413-0464**

More info: [registrar.uic.edu/student\\_records/medical\\_immunization.html](http://registrar.uic.edu/student_records/medical_immunization.html)

*Continued on page 2*

### **Refund Hold**

SAR Overpay — Origination Code: 9RFD USFSCO Refund Hold

**Contact Info:** *USFSCO, [paymybill.uillinois.edu/contact](https://paymybill.uillinois.edu/contact)*

While this hold will not restrict you from registering, you should call USFSCO to get the hold removed.

### **USFSCO Exit Interview**

Contact Student Loans 312-413-0303 — Origination Code: 9EXT OBSF Student Loan

**Contact Info:** *USFSCO, [paymybill.uillinois.edu/contact](https://paymybill.uillinois.edu/contact)*

More info: [paymybill.uillinois.edu/financial\\_counselor/Loans](https://paymybill.uillinois.edu/financial_counselor/Loans)

### **USFSCO Financial Counselor**

USFSCO 312-413-0303 — Origination Code: 9EXT OBSF Student Loan

**Contact Info:** *USFSCO, [paymybill.uillinois.edu/contact](https://paymybill.uillinois.edu/contact)*

More info: [paymybill.uillinois.edu/financial\\_counselor/Loans](https://paymybill.uillinois.edu/financial_counselor/Loans)

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### **For more information regarding your UIC account hold, log into my.UIC.edu:**

1. Log in to your My UIC account
2. Go to top-right search bar, search for “**Student Records Menu**”, and then select it.
3. Click on “**Student Records Menu**” icon
4. Click on “**View Holds**” link (left-side menu)

