Communication Services Billing

I. Billing for Telephone & Data Network Service

- The Analytics & Technologies Business Office handles all internal and external communications purchases and related billing for the University of Kentucky.

- Billing is done each month through the University’s accounting system (SAP) which applies the charges to the departmental cost centers authorized to fund the service. All billing is done on a monthly basis and covers all charges such as international long distance, cellular and campus paging contracts, software maintenance and license fees and work order charges that include all labor and materials for requested work. Examples of charges related to work order billing are installs, pulling cable or wire and performing other requested telephone or network related work.

- Authorized external customers receive a statement from UKAT and repay the University of Kentucky by check or credit card.

- To obtain access to view the departmental telephone billing, please go to: http://www.uky.edu/ukit/cns/support

- Access to monthly Communications bills is available by logging on to: http://cnsprod.ad.uky.edu:7777/pls/pinnacle/f?p=1003:HOME

- Cellular telephones may be furnished to an employee for the purpose of conducting university business. Additional information on cellular phones is available in the Business Procedures section Q.1.2: http://www.uky.edu/EVPFA/Controller/files/BPM/Q-1-2.pdf

- Rates for UKAT Services are available on the Analytics & Technologies website at http://www.uky.edu/ukit/cns/rates

- Frequently asked questions regarding UKAT Products and Services can be found at: http://www.uky.edu/ukit/cns/frequently-asked-questions

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