



University of California, San Diego has partnered with Transcepta, an electronic invoicing supplier network, in an effort to transition our Accounts Payable functions to a fully electronic environment.

Participation is now required for all suppliers who exceed the invoice volume threshold of 15+ invoices submitted per year.

Benefits associated with this process include secure invoice delivery within hours, greatly reduced invoice processing times with increased accuracy and lowered costs associated with mailings and postage. When used in conjunction with our preferred electronic payment methods, you may also qualify for optimized payment terms.

There are no fees incurred by joining the Transcepta network. Registration and connection only takes a few minutes and modifications to existing systems or invoice formats are not required.

Future phases include optimizing our payment strategy to transition away from checks. If you are currently being paid by check, you will be transitioned to UC San Diego's preferred electronic payment.

To begin registration with Transcepta, please follow the connection link:
<http://connect.transcepta.com/ucsd>.

For more information and/or assistance with enrollment in the Transcepta network, please contact the Transcepta Supplier Connection Team at ucsd.info@transcepta.com or 949-382-2841.

If you have questions in regards to UC San Diego's payment options, contact us via email at disbursements@ucsd.edu.

Thank you,

Vicky Ravelo

E-invoicing Specialist

Integrated Procure-to-Pay Solutions | Accounts Payable