WELCOME TO ILLINOIS TECH!

NEW STUDENT RESOURCE GUIDE

Useful Information and Important Deadlines for You and Your Family
Greetings from President Cramb

Thank you for choosing Illinois Tech. You are embarking on an extraordinary time in your life, filled with limitless possibility. I hope in the years ahead you will relish every opportunity to challenge yourself to be creative, to innovate, and to become the person that you wish to become. Study something new, stand up for a cause, and explore the unfamiliar. At Illinois Tech our professors, staff, and your fellow students are all part of a culture of excellence that values and encourages discovery and innovation. We are here to help you grow as an individual, a scholar, and a professional—and we’re committed to helping you achieve all of your goals.

The experiences that you will gain during your time here will shape you in ways perhaps unimaginable. Be proud of the accomplishments that led you here—and prepare for an even more exciting and fulfilling road ahead.

On behalf of the Illinois Tech community, welcome to our university.

Alan W. Cramb
President

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SHARE YOUR EXCITEMENT!
Snap a photo of yourself holding up the graphic on the back cover of this guide. Be sure to include the hashtag #futurescarlethawk wherever you post, tweet, or blog!

I'M A FUTURE HAWK!

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I'M A FUTURE HAWK!
Immediately

- Check out myIIT portal and email (see page 4)
- Sign up for IIT Alert (see page 4)
- Submit your Room and Board Contract or Housing Waiver Application (see page 8)
- Sign up for SOAR (see page 13)

Beginning in April

- Complete necessary academic assessments, contact your advisor, and sign up for classes (see page 15)
- Accept financial aid awards and begin completing your Financial Aid Checklist (see page 6)

June/July

- Attend SOAR (see page 13)
- Interested in playing varsity sports at Illinois Tech? Contact the coach of the sports that interest you (see page 19).

August

- Submit immunization forms (see page 14)
- Waive Illinois Tech health insurance, if applicable (see page 14)
- Pick up HawkCard and U-Pass (see page 17)

September

- First bill due (see pages 16–17)

**IMPORTANT DEADLINES**

Admitted for spring? You can start working to complete all of the checklist items in this guide now!
What Will You Discover at Illinois Tech?

A lot more than you might imagine! And who better to tell you than our students? Five current students share the important things they have discovered at Illinois Tech—including themselves.

“I discovered the part of me that is OK with public speaking and making connections.”
—Nosheen Iqbal (Mechanical Engineering 2nd Year)

“Teamwork is really important. The opportunities at Illinois Tech have helped me discover different teamwork strategies, so solving problems comes naturally.”
—Intisar Muhammad (Communication 4th Year)

“I found a passion for subjects I didn’t realize I even liked—and realized I have a knack for innovation!”
—Somya Mittal (Computer Science 1st Year)
“I discovered Greek life and helped create opportunities for people to get leadership experience and friendships from fraternities/sororities.”
—Richard Tobey
(Aerospace Engineering/Astrophysics 4th Year)

“I’ve discovered my leadership potential while in college. Being active in so many organizations and being a student life leader has led me to realize the joy of serving others and giving back.”
—Kailey Jennings
(Architecture 4th Year)

Plus:
Create Experiences to Help You Succeed

Ed Kaplan Family Institute for Innovation and Tech Entrepreneurship—Illinois Tech’s new building and the home of innovation, design, and enterprise on campus

Academic Focused Groups—Offering you hands-on opportunities, groups include Illinois Tech Robotics, IIT Motorsports, HackIIT, IIT CEO, Design/Build abroad, MEDLIFE, the Cyber Forensics and Security Lab, professional groups for nearly every field, and dozens more

M. A. and Lila Self Leadership Academy—Learn to lead and stand out through this special program offering extensive training and mentorship

Student Access, Success, and Diversity Initiatives—Connects you with everything from volunteer opportunities to jobs and internships

Illinois Tech connects undergrads with research opportunities—in as early as year one. You’ll find opportunities through Illinois Tech’s Elevate program and research affiliates, including Argonne National Lab and Fermilab, or at companies on campus at University Technology Park and throughout Chicago.
**LET’S GET STARTED!**

**Accessing Your myIIT Portal and Illinois Tech Email**

Be sure to log in and check your Illinois Tech portal and university Gmail account daily. This is the primary way that everyone from your professors to university departments to fellow students will communicate with you.

**Step 1: Go to my.iit.edu**

- Enter your username and password, which we sent to you in an email.

**Step 2: Click on the grid icon in the upper right-hand corner, and click on the Google Apps for Students icon.**

You can also access your email by using your full hawk.iit.edu email address and password directly at gmail.com.

**Uses for the Portal**

- Course registration
- View/accept financial aid
- Register for SOAR (Student Orientation, Advising, and Registration)
- Access Illinois Tech email
- Access library resources
- Access Blackboard
- And more!

**USER TIP:** You’ll find direct links to everything you need by using the grid in the upper right-hand corner once you log in to your account.
IIT ALERT

IIT Alert is an emergency alert system that Illinois Tech uses to broadcast important information via text, phone, and email in the event of severe weather or a threat to the safety of our campus community.

*Parents and family members can request an IIT Alert account, too.*

Visit [web.iit.edu/iitalert](http://web.iit.edu/iitalert) to register to receive notifications.

*Note:* In the event of an emergency, all account holders will automatically receive an email sent to their Illinois Tech email accounts.

THE ILLINOIS TECH ONE STOP

The goal of Illinois Tech’s **One Stop** is to provide services to students with maximum efficiency and minimum confusion. The One Stop represents the offices of the Registrar, Financial Aid, Academic Affairs, and Student Accounting. It is the starting point for all Illinois Tech students (prospective, new, and continuing) who are seeking administrative and academic assistance. Visit the One Stop to get multiple questions answered—*all in one place.*

[web.iit.edu/onestop](http://web.iit.edu/onestop)
The McCormick Tribune Campus Center Bridge, next to the Commons Monday–Friday, 8:30 a.m.–5 p.m.

**Email:** onestop@iit.edu
**Phone:** 312.567.3810

INTERNATIONAL CENTER

The International Center provides support to international students, faculty, and staff, as well as students who are studying abroad. It also ensures compliance with immigration and related regulations.

- **Study abroad advising**
  - Illinois Tech has education partnerships around the world and unique STEM opportunities—plus study abroad options that include a full year, semester, summer, or winter break.
- **International Fest:** Activities and events celebrating international diversity on campus
- **Taste of IIT:** Event celebrating the foods of cultures represented on campus

[web.iit.edu/international-center](http://web.iit.edu/international-center)
The McCormick Tribune Campus Center
3201 South State Street, One Stop
Chicago, IL 60616

**Phone:** 312.567.3680
**Fax:** 312.567.3687
**Email:** icenter@iit.edu
More than 98 percent of Illinois Tech students receive some sort of financial aid. The Office of Financial Aid is dedicated to delivering on our promise to make an Illinois Tech education affordable for you.

**STEP 1:**

**Determine Your Total Cost of Attendance and Which Types of Aid You’ll Accept**

It is important to consider how much funding you need to attend Illinois Tech. Items to consider include tuition, fees, room and board, books, travel costs, and personal expenses. Once you have determined your cost of attendance, review your awards on the Financial Aid Awards section of your myIIT portal. Decide which (if any) loans and Federal Work-Study offers you’ll be accepting and decline any aid offers you will not use. Remember: You are not required to accept the full offered value of a loan.

**STEP 2:**

**Complete the Necessary Requirements for the Accepted Financial Aid Awards**

The Financial Aid Requirements section of your myIIT portal lists all of the documentation required for your aid to disburse to your student account. A summary of requirements based on aid type is listed to the right. For reference, documentation and forms can be emailed to finaid@iit.edu. Awards will be split evenly between the fall and spring semesters.

**SCHOLARSHIPS:** Illinois Tech automatically accepts scholarships on behalf of our students. Once any scholarships are accepted, they will automatically disburse to your account on the first day of the semester as long as you are enrolled full-time. Bills are not due until two weeks into the semester.

**GRANTS:** Some grant recipients will be selected for the federal verification process. The verification process entails submitting a few pieces of documentation in order for federal aid to disburse to your account. Students receiving the Illinois Monetary Award Program (MAP) Grant will need to submit Proof of Illinois Residency.

**LOANS:** Students who accept Federal Stafford Loans will need to complete Entrance Counseling and a Master Promissory Note (MPN) at studentloans.gov. Please note only one MPN is needed, even if you accept both a subsidized and an unsubsidized Stafford Loan. If a parent will be accepting a Parent PLUS Loan, he/she will need to complete an application and sign an MPN at studentloans.gov after June 1.

**STEP 3:**

**Make Arrangements to Cover All Remaining Costs**

Plan to make a payment for all remaining charges on the first day of class for each semester. Alternatively, you can enroll in a payment plan to spread out your payments throughout the semester. Please note that the Student Accounting Office handles all personal student payments.
Incoming Student Financial Aid Checklist

**File Your FAFSA Form** *(filing began in October)*

File your Free Application for Federal Student Aid (FAFSA) using school code 001691. Use the IRS data retrieval tool for quick processing using your 2017 tax information. Illinois residents are encouraged to complete the FAFSA as early as possible to be considered for state aid.

**February**

Receive financial aid award letter by mail

**Early June**

Complete Master Promissory Note(s) and Entrance Counseling for federal loans at studentloans.gov

**June 3**

Submit all outstanding documentation to the Office of Financial Aid for the upcoming year.

June 5 is the priority submission date for all financial aid documents. (see Grants section on page 6 for requirements)

Establish payment plan with the Student Accounting Office. (see page 16—Student Accounting)

**Early August**

Complete Title IV Authorization Form with the Student Accounting Office. This form allows Illinois Tech to apply financial aid to non-mandatory fees such as bookstore charges, library fines, and health insurance.

**August 19**

Fall courses begin. Institutional scholarships and federal financial aid disburse to your account. Payments can be made through the portal, in the TouchNet system (see page 16—Student Accounting).

**August 31**

Be sure to make any course schedule changes by this date. If you do not drop courses properly with the Registrar’s Office, you will be charged!

**Early September**

Check financial aid disbursement in your portal. If all aid is not disbursed, but all requirements are satisfied, please contact the Office of Financial Aid.
Get ready for the countless exciting new opportunities and experiences that begin when you move into your new living community. The staff of Residence Life is eager to help you make a smooth transition.

Submit Your Room and Board Contract
Submit your Room and Board Contract as soon as possible to reserve a room on campus. Room assignments are made on a first-come, first-served basis and will be based on the information you provide on the contract. We will ask you to describe your sleeping habits, cleaning preferences, and other details about yourself to aid us in matching you with a roommate. If you know someone you would like to room with, you can indicate this on the Room and Board Contract. BOTH you and that person must indicate each other’s name to be matched.

Housing Assignments
Housing assignments are made based on your application preferences. We make every attempt to honor roommate requests. However, due to the high demand for campus housing, we cannot honor all roommate requests. Room assignment details and contact information for your room/apartment mate(s) will be listed in MyRoom, viewable at myroom.iit.edu.

Who Is Bringing What?
Speak with your roommate(s) and decide who will bring the TV, phone, etc. Will one of you be bringing a small refrigerator, or do you want to rent one? How about decorating your room? Do you want an area rug? Please see the included list of what to bring and what not to bring. For more tips about what to bring and what not to bring—including a list of prohibited items—visit housing.iit.edu.

Connect with Your Fellow Residents!
You’ll find endless opportunities to get involved with your floor or hall community. Additionally, you can create an organization to match your interests, passions, curiosities, needs, and leadership skills. Your resident advisor (RA) can help you learn more about all the possibilities! A great way to contribute to the vibrancy of your floor community is to become active with Floor Leadership Teams. Your RA will provide additional information about Floor Leadership Teams at your opening floor meeting. The Residence Hall Association (RHA) is a student organization that promotes resident interests and fosters a sense of community within McCormick Student Village (MSV), State Street Village (SSV), Gunsaulus Hall (GU), and Carman Hall (CA). All residents who live in MSV, SSV, GU, and CA are automatically members of RHA. Everyone is encouraged to participate as a floor representative or active member by attending general body meetings; planning social and educational events; and participating in local, regional, and national conferences.

August 12: Move-In Day
All incoming first-year students are required to live on campus for their first two years. If you plan to live with your parents or guardians off campus, you are required to submit the Housing Waiver Application to be granted an exception. The Room and Board Contract and Housing Waiver Application are available at myroom.iit.edu.
**Housing Options**

McCormick Student Village (MSV) provides large lounges, multiple study areas, and many opportunities to interact with fellow students. A central common area and one main entrance/exit connect all residence halls.

State Street Village (SSV), designed by Helmut Jahn, a renowned architect, is a collection of three residence halls. SSV North and Middle contain double suites, which are one of two housing options available to first-year students. SSV South contains apartments available to students after their first year.

Gunsaulus Hall (GU) offers a variety of housing options. Each studio, one-bedroom, and two-bedroom apartment features appliances, window treatments, and flooring. Student rooms include a full furniture package, including bedroom and living room furniture. Available to juniors, seniors, transfer students, and graduate students.

Carman Hall (CA) offers a variety of apartment types, including studios and one-bedrooms with dens. The apartments are available with a 10-month contract. Based on availability, contracts may be extended through summer months. Available for graduate students; students living with dependents, spouses, or domestic partners; and students over 23 years old.

**Amenities**

**Work Out**

As a resident you will be able to use the fitness rooms located in MSV, SSV, and GU. All campus residents can access the fitness rooms during regular building hours. A variety of fitness machines and open spaces make up these convenient facilities.

**Wash Up**

Laundry machines are located in MSV, SSV, GU, and CA for use 24/7. Laundry is free of charge for all residents.

**Room Furnishings**

Room amenities include bunkable bed frames with XL-twin mattresses, drapes or mini-blinds, dressers, study desks and chairs, a telephone jack, and access to a wireless network. Apartment-style housing may include additional furnishings. Room layouts and dimensions for standard room types are available online at housing.iit.edu.

**Refrigerators**

Micro-fridges are available for semester and academic-year rentals. Many residents find it convenient to have microwaves and refrigerators in their rooms to accommodate for snacks and late-night meals. Place your order online at bedloft.com.

Refrigerators allowed in resident rooms are subject to restrictions dictated by safety and health considerations. Approved refrigerators should not exceed 3.0 cubic feet (or 4.0 cubic feet if Energy Star rated) and should not draw more than 2.0 amps. All wiring should be UL-approved and properly grounded. There is a maximum of one refrigerator or micro-fridge per room or apartment. Microwaves are permitted only in units with kitchens (unless it is a rented Bedloft micro-fridge); microwaves are available in public spaces throughout the residence halls.

**Lofts**

Place your order for a lofted bed online at bedloft.com. Lofts are optional but are popular among students, as they allow for more floor space in the rooms.

Only residents living in MSV, GU, and SSV South may rent lofts. Lofts are not available for SSV Middle, SSV North, or CA.

Only lofted beds from Bedloft are allowed in the residence halls. Any non-approved lofts are prohibited and residents may incur fines. Residents cannot construct their own lofts. No furniture can be removed to accommodate lofts.
Welcome to Illinois Tech! We are busy preparing for your campus arrival and look forward to seeing you soon. The academic year will be full of exciting new opportunities and experiences that begin when you move in to your new living community.

First-year student move-in day will begin on August 12, 2019. Students who need to obtain their HawkCard IDs should do so prior to checking in for housing. Detailed move-in information will be posted at housing.iit.edu in July.

Jeanette Konieczka
Associate Vice Provost of Residence Life

Start the School Year Off Right

August 12
Students who need to obtain their HawkCard IDs should do so FIRST prior to checking in for housing [see page 17].

Housing check in will begin at 9 a.m. Please report directly to your assigned hall for check in. Moving volunteers will be available from 9 a.m.–3 p.m.

Convocation will begin at 3 p.m. followed by Playfair at 6 p.m.

August 14–15
Welcome Week

August 16
Welcome Back Bash

August 17–18
U-Pass distribution [see page 17] and tour of Chicago

August 19
First day of classes

Late Arrivals

Residents who do not arrive by the first day of classes, on August 19, risk having their contracts cancelled and being billed for the full academic-year cancellation fees. If you plan to arrive after August 20 at 5 p.m., please complete the Late Arrival Form found at housing.iit.edu.

Shipping Packages/Mailbox Key

If you are shipping personal belongings, please have them arrive after August 7. Illinois Tech is unable to accept resident packages prior to August 8. All packages are delivered to the MTCC post office.

MSV/SSV/CA/GU mailing address*
3201 South State Street, Box # ______
Chicago, IL 60616

You can find your mailing address and mailbox number in your profile in MyRoom, viewable at myroom.iit.edu. You will be able to pick up your mailbox key beginning August 10 at the MTCC post office.

*The MTCC post office may convert to a key-free pick-up system, in which case all residents will pick up their mail in the MTCC. The mailing address will remain the same.
We hope you're hungry! From sushi to tacos, from vegan to gluten free, and everything in between, Illinois Tech's Culinary and Hospitality Services has your cravings and dietary preferences covered.

The Commons Cafeteria is the primary dining resource for residents living on campus. When you live on campus you can choose from a number of meal plan options, many of which come with an allotment of bonus points each semester. Bonus points give you convenient access to meals or snacks at any Illinois Tech dining outlet, whereas meals must be used during designated meal periods in the Commons Cafeteria. If you wish to change your meal plan, you can do so online at web.iit.edu/housing/dining. You may change your meal plan only once. For campus dining information please visit dineoncampus.com/iit.

Meal Plan Choices

• **Hawk Unlimited Premium**: Unlimited meals plus $200 bonus points
• **Hawk Unlimited**: Unlimited meals plus $100 bonus points
The Unlimited Meals are designed for all-you-care-to-eat meals in The Commons. The plans also include Bonus Points for use in all of our dining locations. You can come and dine in The Commons at any time you choose during regular hours of operation.

*Unlimited plans are recommended for first-year residents.*

• **Scarlet 230**: The 230 block plan is designed for all-you-care-to-eat meals in The Commons. Each time you swipe, a meal will be deducted from your total amount of 230 meals per semester. This plan also includes 35 meal exchanges, which are specified meal combos at retail locations.

• **Points 360**: Get $360 Bonus Points for $300
• **Points 240**: Get $240 Bonus Points for $200
• **Points 120**: Get $120 points for $100
Bonus Points work like a debit card. They offer increased flexibility, are accepted at all on-campus dining locations, and do roll from fall to spring semester. You can add Bonus Points at any time to any plan and in any amount (minimum purchase of $25). Load up now to enjoy even more Bonus Points.

Need special room or meal accommodations?
web.iit.edu/cdr/services/disability-housing
web.iit.edu/housing/dining-dietary-preferences
GET READY TO
SOAR
AT ILLINOIS TECH

SOAR DATES

June 18–19
June 26–27
July 9–10
July 20: Transfer Students Only
August 13: International and Graduate Students Only

SOAR will be your first opportunity to connect with your Illinois Tech community. You will learn how to navigate the many resources and services in place to assist you. You will also begin planning your academic career, meet with your advisor, and register for classes. During SOAR you will be introduced to our First-Year Experience program, which will help you acclimate to life as a Scarlet Hawk.

Office of Campus Life
The McCormick Tribune Campus Center
3201 South State Street
Chicago, IL 60616

Phone: 312.567.3720
Fax: 312.567.3719
Email: soar@iit.edu

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GET READY TO
SOAR
AT ILLINOIS TECH

The Office of Campus Life oversees student clubs and organizations, as well as Illinois Tech’s SOAR (Student Orientation, Advising, and Registration) program. **SOAR is required for all incoming students.**
First-Year Experience
The First-Year Experience (FYE) program is designed to help you and your students find the resources and support you need to succeed during your time on campus. The FYE program includes a collection of 15 events that first-year students should attend each semester. We recognize that you need to stay engaged beyond SOAR and Welcome Week, and hope you remain involved with FYE during your entire first year!

Commuter Ambassador Program
New incoming students are assigned Commuter Ambassadors, who provide guidance during the first year.

Diversity, Education, and Training
The Office of Campus Life coordinates workshops and programs that foster inclusion for all members of the Illinois Tech community, including programming pertaining to gender/sexual identity, religion, race, ability, and culture. Our Social Justice Ambassadors work to facilitate workshops and advocate for students. The Office of Campus Life also plans heritage and awareness month programs.

Welcome Week: Begins August 14
All first-year students are expected to attend all programs during Welcome Week. The programs offered on these days have been developed to provide you vital information so that you can start your college career successfully.

HawkLink
With more than 150 active student organizations, we have something for everyone! Log into HawkLink (hawklink.iit.edu) using your Illinois Tech credentials and begin exploring what the university’s student organizations have to offer you. Join the Office of Campus Life for a variety of campus events, including social events, dances, and large traditional events held throughout the year.

Leadership
Looking to explore what being a leader means? Take part in our student leadership conference, LEAD @ Tech, or our monthly leadership workshops, which focus on authentic leadership, values-based leadership, and leadership assessments. By exploring self discovery and reflection, you can be the best you can be.

Service
Interested in giving back to the Illinois Tech community and surrounding areas? Participate in Start with Service during your first week on campus, and then continue to make a difference through our monthly off-campus service events.

Office of Campus Life
The McCormick Tribune Campus Center
3201 South State Street
Chicago, IL 60616
Phone: 312.567.3720
Fax: 312.567.3719
Email: campus.life@iit.edu

web.iit.edu/campus-life

Make sure to complete all items on your New Student Checklist:
go.iit.edu/new-checklist
Illinois Tech’s Student Health and Wellness Center (SHWC) is committed to providing you quality health services and contributing to your lifelong success. Services offered through SHWC include:

- Diagnosis and management of common illnesses and injuries
- Preventative medicine such as primary care, women’s health care, sexual health screenings, immunizations, nutrition and diet information, and laboratory testing
- Confidential counseling services including evaluation, individual psychotherapy, referral, and medication management by a psychiatrist
  - Counseling can address loneliness, relationship concerns, family issues, depression, anxiety, concentration problems, sleeping difficulties, eating problems, addiction, career concerns, grieving, sexual concerns, anger management, cultural adjustment, and other personal issues.

**Immunization Verification**

Illinois state law requires university students who are enrolled at least half-time to be immunized against certain communicable diseases. **You are required to submit proof of immunization to the SHWC by the first week of class.**

- If you are a domestic student, you must submit proof of having one dose of diphtheria/tetanus/pertussis (DTP) within the last 10 years and two doses of measles/mumps/rubella (MMR).
- All students between the ages of 16-23 are required to submit proof of having a meningococcal vaccine after the age of 16.

Forms are available online at [web.iit.edu/shwc](http://web.iit.edu/shwc)

**Health Insurance**

All students are automatically billed for health insurance through Illinois Tech.

The final 2019–20 insurance cost will be available online at [web.iit.edu/shwc](http://web.iit.edu/shwc) in March 2019.

If you are already insured and would like to remain on your current plan, you may submit a waiver at [aetnastudenthealth.com/iit](http://aetnastudenthealth.com/iit) to remove this charge from your bill.

- You will not be able to waive Illinois Tech insurance until the charge appears on your student bill after course registration.

**Student Health and Wellness Center**

IIT Tower
10 West 35th Street, Suite 3D9-1
Chicago, IL 60616

Phone: 312.567.7550
Fax: 312.567.5702
Email: student.health@iit.edu

[web.iit.edu/shwc](http://web.iit.edu/shwc)
The Office of Undergraduate Academic Affairs (UGAA) helps students manage all academic issues:

- AP/IB/transfer credit
- Academic progress reviews
- Curriculum substitutions
- Graduation requirements
- DegreeWorks, which is the unofficial planning tool managed by UGAA for both students and faculty

**Academic Advising and Course Registration**

Be on the lookout for your advising and registration email. This email, sent by the Office of Undergraduate Admission, will provide instructions to help you complete the following checklist:

- Complete the math placement test online (if requested)
- Complete the essay for writing placement (if requested)
- Use the new student advising system in myIIT to plan possible draft schedules for your first term
- Contact your faculty academic advisor to discuss course schedules and obtain your registration PIN number
- Use your PIN number to register for courses and/or make schedule changes

The Office of Undergraduate Academic Affairs can help if you have questions regarding advising and registration.

**Undergraduate Academic Affairs**

IIT Tower
10 West 35th Street, Suite 2F9-1
Chicago, IL 60616

Phone: 312.567.3300
Fax: 312.567.3302
Email: ugaard@iit.edu

Visit [web.iit.edu/ugaa/services](http://web.iit.edu/ugaa/services) to see which courses will transfer for credit at Illinois Tech.
**Access Our Online System**
Once you register for your courses, you can print bills, make online payments, enroll in a payment plan, set up direct deposit for tuition refunds, and more online.
Please visit [web.iit.edu/student-accounting](http://web.iit.edu/student-accounting) for more information about billing, payments, and loans.

**Viewing Your Account**
We encourage you to periodically review your account by logging unto the myIIT portal and clicking on the Manage My Account icon (located in the grid) and make outstanding payments promptly.

**E-Bills**
You will not receive paper copies of bills. Instead, bills will be posted to your online account. You will receive an email notification when your bills are ready to view online. Registered authorized users will receive email notifications as well.

**Tuition Payments**
Out-of-pocket tuition payments (total account charges less anticipated Financial Aid) are due by the end of the add/drop period. If you register late your payment will be due on the date of registration. We accept the following forms of payment for tuition:

- ACH (electronic check) or credit card online
- Personal check
- Money order
- Cashier’s check
- Demand draft *(Payable to Illinois Institute of Technology)*
- Wire transfer *(Instructions online at flywire.com/pay/iit)*
- Mastercard, American Express, or Discover *(2.85% transaction fee applies)* online

Mail payments payable to Illinois Institute of Technology:
Illinois Institute of Technology
Illinois Tech Student Accounting
7539 Solution Center
Chicago, IL 60677

**Financial Responsibility**
By registering for courses at Illinois Tech, you are accepting financial responsibility for all charges assessed to your student account. If payment is not received by the published due date, you will be charged a 2% late payment fee. Please contact our office right away if you have questions about your bill.

**Contact Information**
You can update your mailing address and contact information on the myIIT portal.

**Payment Plans**
You may enroll your balance for the semester in the payment plan on the myIIT portal. You have the flexibility to enroll as much or as little of your total out-of-pocket cost as you'd like. Any portion of your bill not enrolled in this plan will be due in full by the published due date for that semester.

**Tuition Refunds**
You must enroll in direct deposit to receive your student refund. Refunds from financial aid credits are processed throughout the semester. We will email you whenever we process a refund for you, provided you are enrolled in direct deposit. There is no fee for receiving your refund via direct deposit.
To ensure confidentiality of all bank information, we ask that you enroll yourself in direct deposit online.

**Title IV Fund Holds**
Did you know that unless we receive authorization from you, health insurance fees, parking charges, and other items on your bill cannot be automatically paid with your federal loan money? This means that you could receive a financial aid refund and still owe Illinois Tech money. Account balances will prevent registration for the next term.
We recommend that you authorize us to use your Title IV Federal Financial Aid funds to pay additional fees that you might incur while attending Illinois Tech.
You can submit a Title IV Authorization through the myIIT portal.

**Parents and Guardians—Become an Authorized User**
Parents who wish to view their students’ account information and make online payments on their behalf must be added as authorized users.

**Student Accounting Office**
Technology Park—Central
3424 South State Street, 4th Floor
Chicago, IL 60616
Phone: 312.567.3794
Email: sa@iit.edu

[web.iit.edu/student-accounting](http://web.iit.edu/student-accounting)
ACCESS, CARD, AND PARKING SERVICES

Access, Card, and Parking Services (ACaPS) facilitates your access to the Illinois Tech experience on campus. We provide student ID cards and manage access to academic buildings and parking, and connect students with other transportation outlets throughout the Chicago metro area.

Parking on Campus

First-year students are welcome to bring a car to campus. Visit web.iit.edu/acaps to view rates and register for a parking permit.

U-Pass: Your Ticket to Chicago-area Transportation

All full-time students will receive a Ventra U-Pass, which gives you unlimited access to CTA public transportation citywide. Visit web.iit.edu/student-affairs for more information.

- U-Passes are distributed to students during the first week of class.

USE YOUR U-PASS TO ACCESS PUBLIC TRANSPORTATION ON AND NEAR CAMPUS

- Red Line "L": Sox-35th stop
- Green Line "L": 35th-Bronzeville-IIT stop
- #29 State Street bus: multiple stops on campus

Access, Card, and Parking Services

Hermann Hall
3241 South Federal Street, Room 201
Chicago, IL 60616

Phone: 312.567.8968
Email: acaps@iit.edu

PICK UP YOUR HAWKCARD

The HawkCard is your official Illinois Tech photo identification card. It not only serves as your ID, but also gives you access to the residence and dining halls, SSV student rooms, vending, parking lots, computer labs, Keating Hall athletic facilities, as well as library equipment check out, meal information, and TechCash balances.

Please obtain your HawkCard before you move in. You must register for courses before you may obtain your HawkCard. Pick up your HawkCard from the ACaPS office during SOAR or during regular ACaPS business hours, M-F, 8:30 a.m.-5 p.m.
Be sure to check out these special places, spaces, and opportunities on campus just for Illinois Tech students—whether you’re looking to get ahead or just get involved.

**Academic Resource Center and Illinois Tech Writing Center**

Need help with a class or want some extra course prep? The **Academic Resource Center** offers free tutoring and other related services. Who better to guide you than our ARC Scholars—current students who have excelled in the same courses you’ll be taking? The **Writing Center** offers additional one-on-one help with writing assignments in all disciplines.

**Student Professional Organizations**

Illinois Tech has student chapters affiliated with major national professional societies and organizations. Learn about a field of interest to you, meet fellow students with similar interests, and gain valuable leadership skills. It’s a great way to boost your résumé. We have student chapters affiliated with most academic disciplines, as well as chapters of professional societies for women and minorities.

**Illinois Tech esports**

Illinois Tech’s competitive computer gaming program boasts some of the country’s top players. With more than 30 competitors and 240 members in our esports club, and a roster of competition and viewing events, Illinois Tech’s esports community runs deep.

**Research**

Whether you know you want a career in research, aren’t sure, or definitely don’t, research projects are a great way to explore a topic that interests you and gain valuable professional experience—regardless of your eventual career path. Illinois Tech offers access to research from year one! Visit our Office of Research website, [research.iit.edu](http://research.iit.edu), to learn about cool faculty research, student research projects, and how you can find research opportunities on campus and around the country.

**Jules F. Knapp Entrepreneurship Center**

Have an idea for a cutting-edge business? You’re not alone! The entrepreneurial spirit is alive and thrive at Illinois Tech, and we have fantastic resources to help you explore the possibilities. Visit the **Jules F. Knapp Entrepreneurship Center** for guidance, support services, professional connections, and more.

**Illinois Tech Bookstore**

Our on-campus bookstore offers new and used books, Scarlet Hawks apparel, and special savings on software and accessories. It’s also a great place to buy Illinois Tech gear for your family.
Illinois Tech is a proud provisional member of the NCAA Division III. Our membership is a testament to our commitment to making intercollegiate athletic competition an integral component of our campus experience. The university is also a member of the Northern Athletics Collegiate Conference. Conferences provide a pathway for regional and national ranking and access to championships.

Want to be a Scarlet Hawk? Visit illinoistechathletics.com and click the Recruit Me tab to complete a Recruit Me Form for the sport you are interested in playing.
The Ed Kaplan Family Institute for Innovation and Tech Entrepreneurship is Illinois Tech’s new “idea factory.” Now open, the Kaplan Institute is the home of our signature IPRO Program, the Janet & Craig Duchossois Idea Shop, and our world-renowned Institute of Design. It’s also the HQ of our Entrepreneurship Academy, the Jules Knapp Entrepreneurship Center, the Grainger Maker Space, and more workspaces where your entrepreneurial endeavors can incubate and flourish. Special programming fosters creativity, ideation, and no-holds-barred thinking—and is designed to help students prepare to launch the next great invention. This is next-level higher education, right in the heart of our campus!
I invite you all to come sit under the trees in the Kaplan Institute courtyard as we rethink higher education in the twenty-first century.

— JOHN RONAN
ILLINOIS TECH PROFESSOR AND ARCHITECT OF THE NEW ED KAPLAN FAMILY INSTITUTE FOR INNOVATION AND TECH ENTREPRENEURSHIP

It’s a new kind of classroom building, a new laboratory for ideas where students will shape the future. Intended for use by all, it’s a space for ideas where students will shape the future.