WELCOME TO
ILLINOIS TECH!

NEW STUDENT RESOURCE GUIDE
FOR INTERNATIONAL STUDENTS

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

Table of Contents

2 Discover Illinois Tech
4 Accessing Your myIIT Portal and Illinois Tech Email
5 IIT Alert
Illinois Tech One Stop
6 Visa Next Steps
7 Undergraduate Academic Affairs
8 Residence Life
9 Housing Options and Amenities
10 Start the School Year Off Right
12 Student Orientation, Advisement, and Registration—SOAR
13 Office of Campus Life
14 Student Health and Wellness Center
15 Student Accounting Office
16 International Center
17 Arriving and Living in Chicago
18 PESL: Proficiency of English as a Second Language
19 More Ways to Discover, Create, Solve.
NEXT STEPS CHECKLIST

KEEP THIS PAGE—AND BE SURE TO CHECK ALL BOXES

☐ Check your Illinois Tech student email account via my.iit.edu (see page 4)
☐ Submit passport copy and Financial Affidavit of Support to Illinois Tech to receive I-20 or DS-2019 (see page 6)
☐ Arrange your visa appointment at your local U.S. embassy or consulate office (see page 6)
☐ Purchase flight and prepare documents to enter United States (see page 8)
☐ If you are transferring from another institution, submit course descriptions to Office of Undergraduate Admission (see page 7)
☐ Send your final transcripts by mail to Illinois Tech (see page 7)
☐ Submit any AP, IB, AS, or A-Level examinations to Illinois Tech (see page 7)
☐ Complete the math and writing placement exams (see page 7)
☐ Contact your academic advisor to discuss your course schedule for the semester (see page 7)
☐ Plan possible draft schedules for your first term and register for courses (see page 7)
☐ Submit Room and Board Contract (see page 8)
☐ Register for Mandatory Orientation (SOAR) (see page 12)
☐ Complete the Immunization Form (see page 14)
☐ Check in with Illinois Tech International Center within one day of arrival to campus (see page 16)
☐ Sign up for airport shuttle (see page 17)
☐ Purchase your books (see page 17)
☐ If stated in your admission acceptance letter, complete the PESL language assessment when you arrive at Illinois Tech (see page 18)
☐ Pick up your HawkCard Student ID Card (see page 19)

IMPORTANT DATES—SPRING 2020 SEMESTER

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residence hall move in</td>
<td>January 7</td>
</tr>
<tr>
<td>International Student Orientation, Advising, and Registration Session (SOAR)</td>
<td>January 8–9</td>
</tr>
<tr>
<td>First day of class</td>
<td>January 13</td>
</tr>
<tr>
<td>Tuition and fees due</td>
<td>January 25</td>
</tr>
</tbody>
</table>

Additional important dates can be found at http://web.iit.edu/registrar/academic-calendar
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!
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 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.

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
Step 1
Receive I-20 in the mail, check information (name, date of birth, program information) to make sure it's listed correctly.

Step 2
Pay SEVIS I-901 fee of $200. Make sure to save the receipt of your payment.

Note: Illinois Tech's school code is CHI214F00379000

Pay SEVIS I-901 fee of $180. Make sure to save the receipt of your payment.

Note: Illinois Tech's program number is P-1-00266

Step 3
Complete the online visa application and schedule an interview.

http://travel.state.gov/content/visas/english/study-exchange/student.html

Complete an online visa application and schedule an interview.

http://j1visa.state.gov/participants/how-to-apply/interviews-documents

Nine Points to Remember for Your Visa Interview

1. **Ties to your home country:** Under United States law, all applicants for non-immigrant visas, such as student visas, are viewed as intending immigrants until they can convince the consular officer that they are not. You must demonstrate that you have reasons for returning to your home country that are stronger than those for remaining in the United States.

2. **English:** Anticipate that the interview will be conducted in English and not in your native language.

3. **Speak for yourself:** Do not bring parents, family members, or friends with you to the interview.

4. **Know the program and how it fits your career plans:** Be prepared to articulate the reasons why you will study in a particular program and your selected institution in the United States. You should also be able to explain how studying at Illinois Tech relates to your future professional career when you return home.

5. **Be brief:** Because of the volume of applications received, all consular officers are under considerable time pressure to conduct quick and efficient interviews. They must make a decision, for the most part, on the impressions they form during the first minute or two of the interview. Keep your answers to the officer’s questions short and to the point.

6. **Additional documentation:** It should be clear to the consular officer what documents you are presenting and what they signify. Bring additional documents (such as your admission letter, transcripts or marksheets, standardized test scores, financial documents, SEVIS payment receipt, etc.) but present them only if requested.

7. **Employment:** Your main purpose in coming to the United States is to study and complete your degree, not for the chance to work before or after graduation. You must be able to clearly articulate your plan to return home at the end of your program.

8. **Dependents remaining at home:** If you have a spouse or children and they are remaining in your home country, be prepared to address how they will support themselves in your absence.

9. **Maintain a positive attitude:** Do not engage the consular officer in an argument.

For tips on acquiring your visa, watch this video: go.iit.edu/visa-tips
Academic Advisors

Once you submit your enrollment deposit and confirm your attendance at Illinois Tech, you will be assigned an academic advisor. Your academic advisor will be a faculty member in your major who is responsible for helping you register for courses each semester. Throughout your time at Illinois Tech, your advisor will be your go-to person for all your questions about which classes to take and how to best align your course schedule in order to make sure you’re on track to graduate in time. Academic advisors can also assist with questions about choosing a specialization, adding a minor, or applying for one of Illinois Tech’s special degree programs (these, for example, allow you to complete a B.S. and master’s degree in as few as five years).

Registering for Classes

Once you receive your academic advisor’s information you are encouraged to reach out to him/her to begin your advising conversation. Some advisors will advise you and help you register for courses via email, while others prefer to wait until you arrive on campus to advise you in person. In order to register for any course you will need a unique 6-digit PIN number. Only your academic advisor can give you your PIN. If you do not get advised before you arrive at Illinois Tech there will be a designated time during Orientation when you will be able to meet with your academic advisor.

How to Contact Us

Any questions about your course schedule or registering for courses should be directed to your academic advisor. As long as you’ve confirmed your attendance at Illinois Tech, you will be able to see your academic advisor’s information in your myIIT portal under the Academics tab.

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: ugaa@iit.edu

Questions about transfer credit or AP/IB credit?
Visit web.iit.edu/ugaa/services to see which courses will transfer for credit at Illinois Tech.
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. It is mandatory for students to live on campus for the first and second year. 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.

January 7: 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.

Residence Life
3241 South Wabash Avenue
Suite 110
Chicago, IL 60616
Phone: 312.567.5075
Fax: 312.567.5926
Email: housing@iit.edu
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.

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

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.

Move-in day will begin on January 7, 2020. 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 November.

Jeanette Konieczka
Associate Vice Provost of Residence Life

Shipping Packages/Mailbox Key

If you are shipping personal belongings, please have them arrive after January 7. Illinois Tech is unable to accept resident packages prior to January 7. 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 January 7 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.
DINING OPTIONS

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.

Need special room or meal accommodations?
web.iit.edu/cdr/services/disability-housing
web.iit.edu/housing/dining-dietary-preferences

Meal Plan Choices

First-Year Meal Plan
The Unlimited Meal Plan is 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 required for first-year residents.

Transfer Meal Plans

• **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.
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.

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

web.iit.edu/soar
Make sure to complete all items on your New Student Checklist: go.iit.edu/new-checklist

**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.

**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
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 is available online at [web.iit.edu/shwc](http://web.iit.edu/shwc).

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.

---

**Important Deadlines**

- Immunization Verification Form due the first week of class
- Health Insurance Waiver due January 26

---

**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)
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 for more information about billing, payments, and loans.

Viewing Your Account

We encourage you to periodically review your account by logging onto 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
- Wire transfer
- Mastercard, American Express, or Discover

(Payable to Illinois Institute of Technology)

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
The International Center provides a variety of services to assist Illinois Tech students including cultural adjustment to life in the United States, immigration advising and assistance with the preparation of U.S. government-related documents, and cross-cultural activities that promote intercultural perspectives. Every year the International Center sponsors programs such as the IIT International Festival, English conversation partner program, and the Thanksgiving holiday program, which allows international students to spend the U.S. Thanksgiving Day holiday with an American family. The International Center can also help with any questions you have about your immigration status or the preparation of documents you need to apply for internships or jobs in the U.S.

**International Orientation Session**
Besides the regular SOAR Orientation session, a specific international orientation session will be held during Welcome Week to help you learn about cultural adjustment in the U.S. and services for international students on campus. Make sure to register, and plan to attend both sessions!

**International Registration Hold**
The international registration hold that is placed on your account will be removed as soon as you arrive on campus and check in with the International Center (see the Academic Affairs section of this guide for more information about the hold). Make sure to bring your student ID, passport, and immigration documents when you go to check in. You should do this as soon as possible after you arrive at Illinois Tech so that your international hold can be removed from your account. Doing so will allow you to register for classes and get your student ID card.

**Student Resource Fair**
The International Center will help sponsor a student resource fair during Welcome Week to introduce you to important resources on and around campus. If you’d like to open a bank account in the U.S. or get a cell phone, representatives from different banks and phone companies will be at the student resource fair to help you get started.

**International Center**
The McCormick Tribune Campus Center
3201 South State Street, Room 106
Chicago, IL 60616

Phone: 312.567.3680
Fax: 312.567.3687
Email: icenter@iit.edu
ARRIVING AND LIVING IN CHICAGO

Does Illinois Tech require me to buy a specific computer?

There is no specific laptop requirement, although the Office of Technology Services does publish a list of recommended specifications for whatever laptop students bring. Illinois Tech students can also receive special pricing from Dell and Apple on new computers:

http://ots.iit.edu/pc-mac/student-pcs-macs

If you do not bring a computer to Illinois Tech, you will find plenty of computer labs on campus equipped with a variety of software to assist you in completing your class assignments.

How do I know what books I need, and where do I buy them?

Once you register for classes you can visit the Illinois Tech Bookstore website to look up the textbooks that are required for your courses. The campus bookstore offers a variety of options, which include buying new or used textbooks, renting a textbook for the semester, or purchasing an e-textbook that you can access on a computer or tablet.

What is the weather like in Chicago?

The weather in Chicago is quite distinct at each time of year, so you will experience the weather of all four seasons when you are living here. As you might have heard, it can be quite cold here in the winter. Average temperatures in the winter can range from 0 to -10 degrees Celsius, with record low temperatures as low as -30 degrees Celsius. Strong winds in the winter can make the temperature feel even colder, and we also receive quite a bit of snow. We recommend bringing (or buying upon arrival) a very heavy winter coat and snow boots to keep you warm during the frigid months of winter.

Despite the sometimes-harsh climate of winter, summers in Chicago are quite warm and humid. Average temperatures can be as high as 25–30 degrees Celsius with very humid air. Luckily, our location next to Lake Michigan provides nice breezes to cool you off and gives you a chance to take advantage of the more than 20 beaches in the city.

How will I get around Chicago?

All students at Illinois Tech receive a Ventra U-Pass. The U-Pass gives you free, unlimited access to all of Chicago's public transportation lines on trains and buses. Any time you want to get around the city, you just swipe your U-Pass and you'll be on your way!

What are some travel tips you'd recommend?

Besides your passport and visa, you will also need to bring your I-20 or DS-2019 with you to present to the border officer when you enter the United States. Be sure to bring that documentation in your carry-on bag and keep it with you at all times. We also recommend that you carry a small amount of U.S. currency and phone numbers of important offices on campus with you (such as those for Residence Life or the International Center). Finally, you may want to consider making a travel plan with your family and deciding on a time when you will contact them to let them know you've arrived safely on campus.
Since the PESL program is relatively new at Illinois Tech, incoming students often have questions about it. Here are the answers to some frequently asked questions:

**What is the Proficiency of English as a Second Language (PESL) Program?**

The PESL program offers courses to increase English proficiency and aid international students in adjusting to life and achieving academic success in the United States. Courses offered to undergraduate students each semester provide linguistic support and training in academic speaking, listening, and reading and vocabulary development as well as strategy building. Quality instructors deliver carefully designed lessons to help students learn, think, and express themselves in the English language.

**Why are the PESL courses important, and how do they help students?**

Building greater proficiency in English enables students to gain more benefits from their time studying at Illinois Tech. Dedicating time to increasing linguistic competency will allow students to participate more fully in class discussions, to work more effectively in groups, to take better notes during lectures, to read faster and with greater comprehension, and ultimately to receive the best education the talented professors at Illinois Tech can deliver. Gaining a better sociocultural understanding from these courses will also enable international students to make friends from around the world, to get involved in extra-curricular activities such as student organizations, to participate in networking events, and to explore the various attractions Chicago as a whole has to offer.

**How will I know if I should take any PESL courses?**

You will be notified at the time of admission if you are required to take PESL courses concurrently. After the assessment, you will be sent an individual report outlining recommended PESL courses. If no courses are recommended, this will be indicated on the report. If courses are recommended, you will meet with an advisor to discuss how to fit any recommended course/courses into your academic studies.

**Will I have to pay extra for these courses?**

No, the PESL courses are covered by your Illinois Tech tuition.

---

**English Language Services**  
Technology Park—Central  
3424 South State Sreet, Room 4041  
Chicago, IL 60616  

*Phone:* 312.567.5220  
*Email:* els@iit.edu
Academic Resource Center (ARC)  
https://web.iit.edu/arc
The ARC offers free services to all Illinois Tech students including peer tutoring, exam reviews, and workshops and seminars. Any time you need extra help in a class or if you just want to develop skills to help you balance your study and homework load, the tutors at the ARC will be there to assist you.

Access, Card, and Parking Services (ACAPS)  
http://web.iit.edu/acaps
Your Illinois Tech HawkCard student ID card will be a valuable tool, giving you access to all of the buildings on campus as well as storing funds for you to use at the campus bookstore and convenience store. The ACAPS office will help you get your student ID card when you arrive at Illinois Tech and can also help you get a parking pass if you plan to park a car on campus. All full-time students will also receive a Ventra U-Pass, which gives you unlimited access to public transportation citywide.

Athletics  
illinoistechathletics.com
Our Department of Athletics is a great resource to help you stay active on campus. Besides offering 18 men's and women's sports that play at a competitive level, Illinois Tech Athletics also coordinates our recreational sports leagues, offers free fitness classes, and maintains the facilities at Illinois Tech's on-campus fitness center.

Campus Safety  
http://web.iit.edu/public-safety
Our Public Safety office works hard to make sure that students feel safe and comfortable in and around Illinois Tech's campus. Public Safety officers are responsible for patrolling the Illinois Tech campus, just as city police officers would, to make sure the Illinois Tech campus is safe. They also offer services to students such as escorting you to class or driving you to specified locations off campus, so you can always feel safe getting to where you need to go.

Career Services  
https://web.iit.edu/career-services
The Career Services office at Illinois Tech can help you start planning for your career as early as your first day on campus. The staff offers individual services to help students write their résumés as well as offers workshops to teach students how to negotiate their salaries and create a professional social media presence. Career Services can help you with everything you need to get a job or internship while you are a student, or to land your full-time career when you graduate.

Disability Resources  
https://web.iit.edu/cdr
The Center for Disability Resources facilitates equal access for students with disabilities by coordinating accommodations and support services. The center works with students with various types of disabilities including learning, physical, hearing, visual, psychological, and chronic medical conditions, and provides reasonable accommodations that provide equal access to Illinois Tech’s programs and activities.

Libraries  
http://web.iit.edu/libraries
Students at Illinois Tech have access to six university libraries and more than 1.8 million volumes of books, journals, newspapers, videos, DVDs, and more. Paul V. Galvin Library is open 24 hours per day, five days a week, for students to study in a flexible, comfortable space. And for students who don’t want to leave the comfort of their own rooms, the library also provides access to more than 100 databases of scholarly journals and 500,000 articles free of charge.

Illinois Tech Writing Center  
www.iit.edu/cac/student_resources/general/iit_writing_center.shtml
For international students who are not familiar with the general structure or technique of writing a formal paper in the United States, their first few writing assignment can be very intimidating. This is especially true if their native language is not English. Our Writing Center is here to help assist students with the entire writing process, from understanding the requirements of the assignment and organizing information to checking the finished piece for grammar or punctuation errors.
The Ed Kaplan Family Institute for Innovation and Tech Entrepreneurship is Illinois Tech’s new “idea factory.” 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 work spaces 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!
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.

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