Student Accounting
Spring 2022 Checklist

The Office of Student Accounting is here to help you! Please use the checklist below as a reference guide to keep track of important billing dates throughout the year.

STUDENT TO DO LIST

- Set up your parent or guardian as an Authorized User in the TouchNet system (accessible through the MyIIT Portal Finances tab)
- Enroll in direct deposit for tuition refunds (accessible through the MyIIT Portal Finances tab)
- Submit a FERPA release form to the Registrar’s Office to allow your parent or guardian access to your financial, personal and/or academic information
- Review our monthly payment plan options and enroll in one that suits your budget
- Add alternate email addresses and cell phone numbers to your profile in TouchNet
- Make a note on your calendar of tuition due dates and the deadline to add and drop courses each term for a refund.
- Ensure that all financial aid is accepted and paperwork is complete. Contact the Financial Aid office at finaid@iit.edu with questions
- Decide on a checking and/or savings account, and ask your banker for a record of your routing and account number
- Make a note on your calendar of the Health Insurance waiver deadline. Contact Student Health and Wellness at student.health@iit.edu with questions
- Registration for Spring & Summer classes. Double check bill is paid in full for the Fall term (*An outstanding balance will prevent registration for additional terms*)
- Spring charges available to view on myiit portal
- Payment plans available for enrollment
- Deadline and first payment due for four month payment plan
- Health insurance waivers available
- Spring 2022 classes begin
- Health insurance waiver deadline
- Last day to Add/Drop classes
- Deadline for three month payment plan and payment due for payment plans
- First spring E-Bill available
- Tuition and fees due. Last day to sign up for tuition remission and tuition deferment
- Late fee assessment
- Payment plan payment due
- Second spring E-Bill available
- Late fee assessment
- Final spring payment for payment plans due
- Third spring E-Bill available
- Late fee assessment
- Final spring E-Bill available
- Late fee assessment

SUMMER 2022

- Registration for summer and fall classes. Double check bill is paid in full for the spring term. (*An outstanding balance will prevent registration for additional terms.*)
- First summer E-Bill available
- Tuition and fees due. Last day to sign up for tuition remission and tuition deferment.