AUGUST 2020 RETURNING STUDENT CHECKLIST

All services are available remotely and campus is open for appointments but subject to change based on state and county mandates. Latest information at IvyTech.edu/covid19.

Full name: ___________________________ Student ID (C#): ___________________________

Ivy Tech email: ________________________ Major/program: ________________________

To schedule a virtual appointment or for local assistance, go to link.ivytech.edu/IndyHelp.

Need help with your SAP status? Email Indy-StudentSuccess@ivytech.edu, or if on campus, in-person assistance will be available August 8-14 in IFC room 306.

TASK LIST

If you are on campus for in-person services, check in first thing in the Illinois Fall Creek Center’s Bowen Commons (first floor).

See back of this form for space to write down your classes and your PIN.

☐ File your FAFSA at FAFSA.gov (Ivy Tech school code is 009917). For assistance, reach out at link.ivytech.edu/IndyHelp or if on campus, go to the 1st floor check-in for an appointment.

☐ Create or update your Academic Completion Plan with an academic advisor. Once updated, you will receive your six-digit registration PIN to register for classes. To speak with an advisor, request an appointment at link.ivytech.edu/IndyHelp.

☐ Register for classes Sign up for the classes discussed with your advisor. Step-by-step guide available on link.ivytech.edu/reg0820.

☐ Make payment arrangements You must have payment arrangements made by August 16, otherwise you will be dropped from your classes.

You can pay using financial aid, payment plan, check, cash, ACH, credit card or debit card. Make arrangements in MyIvy.IvyTech.edu > Student Dashboard > Billing and Financial Aid. Questions? Contact the Business Office at Indy-Bursar@ivytech.edu.

☐ Get books At the Ivy Tech bookstore or online (IvyTech.edu/bookstore).
Advising notes

My advisor: ____________________  Registration PIN: ________________

Classes to register for: ________________________________________________
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General notes
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IFC ROOM GUIDE

All in-person services for returning students are available in IFC. Follow posted directional signage to the following places that you may be directed to:

• Check-in: First floor, Bowen Commons (tables will be set up for last names A-I, J-R and S-Z)
• Advising: Rooms 208, 210, 212, 214, 216, 504, 508, 510 and 512
• Registration labs: Rooms 222 and 520
• SAP: Available August 8-14 in IFC 306

Please park in lot 2 (across from the building). When arriving, use the entrance near the corner of 26th and Illinoist Street. When leaving, use the doors near the corner of 26th and Capitol (by the security desk).