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: _______________________________________________________________

Ivy Tech email: ____________________________________________________________

Student ID (C#): __________________________________________________________

Major/program: ____________________________________________________________

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

TASK LIST

☐ 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 tents outside in the IFC parking lot 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 14, 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).

See back of this form for space to write down your classes and your PIN.
For any of the steps you need to complete today, use the worksheet below. Each Ivy Tech staff member that you work with will provide you with a room to go to for each step to ensure proper social distancing. Follow signage or ask for assistance as you navigate to each room.

Note: This is a generic worksheet for all steps, so there are some sections of this you will not need.

**Advising** Room to see advisor: _______________________________________________________

My advisor: ____________________________________________________________

Registration PIN: __________________________________________________________

Classes to register for: _______________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

**Class Registration** Room to register: ____________________________________________

**Payment** Room to checkout/visit financial aid: ___________________________________

How I plan to pay: ___________________________________________________________

**NOTES/ADDITIONAL STEPS AFTER I LEAVE TODAY:**