Illinois Institute of Technology/Online Payment Guide

Access the online system through the Illinois Tech Portal. Log in to the portal, and search for the **"Manage My Account"** Tool. This will open the secure online system in a new window.

Click on the **Make Payment** Tab from the top menu.

Click Continue

Illinois Institute of Technology/Online Payment Guide

Enter Payment Amount or Pay by Term, enter payment date, and then click Continue.

Select a Payment Method

Payments can be made by credit card or checking account. A 2.85% convenience fee applies to all credit card transaction. There is no fee for payments made with a checking account. After method selection, complete all required fields and then click Select.

Please note: You will not be charged until you have reached the payment confirmation screen and submitted your payment.

If you selected: New Electronic Check (checking account):
Enter all required fields – use Routing Number Example to enter account information!

Please enter your banking information as shown in the example above.

- **Routing number** - always comes first and is exactly 9 digits.
- **Account number** - varies in length. May appear before or after the check number. Include any leading zeros, but omit spaces and non-numeric characters.
- **Check number** - is not needed. Do not include the check number.

It is important to enter your banking account information accurately, or your payment cannot be successfully completed. If you have questions, please contact your bank.

DO NOT enter your debit card number.