Welcome to the Virginia Tech Student, Faculty, Employee and Alumni Information Gateway

Normal Hours of Operation are from 7:30 AM until 3:00 AM Daily. Please enter your PID and your password. When finished, click Login. By logging in with your PID and password you agree to abide by the terms and conditions of the Virginia Tech Policy: Acceptable Use of Information Systems

If you need to create a PID, please use the PID Generation Tool

Once logged in, you will see a menu corresponding to your role as a student, faculty, employee or alumnus.

When you are finished, please Exit and close your browser to protect your privacy.

Login to HokieSpa >>>

[ VT Alerts | Timetable of Classes | Undergraduate Admissions | Graduate Admissions | Faculty Online Credential System ]

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Login with 2-Factor

Device: Landline (XXX-XXX-4273)

Choose an authentication method

- Call Me
- Enter a Bypass Code

- Remember me for 7 days

Powered by Duo Security
VT Alerts
Virginia Tech's notification system, comprised of a variety of methods by which the university can contact students, faculty, and staff.

Hokie PLUS
View and update your address(es) and phone number(s), View e-mail address(es), View and update emergency contact information. View name change & social security number change information. Change your password.

Hokie Team
Benefits, job data, paystubs, direct deposit enrollment or changes, W2 forms, W-4 and VA-4 data, leave balances, and Performance Management.

Hokie Spa
Register, View your Academic and Financial Aid records.

Timetable of Classes

Undergraduate Admissions
Apply for Undergraduate Admission. (Opens in new browser to external Web Site)

Graduate Admissions
Submit an application for admission; Review existing applications, their status, and the status of supporting requirements. (Opens in new browser)

University Account Information
•View and Pay e-Bill •Add an Authorized Payer •Enroll or Adjust Direct Deposit Information •Enroll in the Budget Tuition Plan
•Enroll in the Graduate Student Payroll Deduction of Comprehensive Fees Program •View HOLDS •View 1098-T

Faculty Online Credential System

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Use this link for information on changing your PID password or setting up email forwarding.

**The university will use your VT email address to contact you.** Please be sure to check this account frequently or set up email forwarding so you receive important messages.
Use these links to view your addresses and phone numbers that are on file with VT and update them if necessary.
Click on the blue links to update information.

**VT will mail correspondence including paper checks to the permanent address on file.**

To add a new address type, select one from the drop down menu and click submit.
Make any necessary changes and select submit to save them.
Hokie SPA Menu Tab

Every student who is admitted to Virginia Tech has pledged to abide by the Honor Code. All forms of academic work performed by any student enrolled on a part-time or full-time basis under any of the admission categories shall be subject to the stipulations of the Undergraduate or the Graduate Honor Code respectively.

Attention: Read about your RESPONSIBILITIES as a student
Hokie SPA Tutorial (Help in understanding navigation) (opens new window)

- Guest Account Access
  Manage guest access to your academic record (grades) information and financial aid information.
- Registration and Schedule
  Course Request; Look Up Classes; Add or drop classes; Display your class schedule.
- Grades Menu
  View Midterm/Final Grades, Class Rank, Transfer and Other Additional Credit information, GPA Calculators.
- Degree Menu
  Undergraduate Students: Apply for your Degree, Request and view your Degree Audit Report (DARS), Add/Change your Diploma Address. Graduate Students: Apply for your degree, view Plan of Study, view Checklist and let us know if you plan to attend commencement.
- Transcripts and Certifications Menu
  View and Request Transcripts; Request Certifications of Enrollment.
- FERPA (Family Educational Rights and Privacy Act Disclosure)
  The Family Educational Rights and Privacy Act (FERPA) requires that you authorize the university prior to release of any academic record or account information to a third party. Completion of the following online form allows you to approve disclosure to parents, guardians, Spouse, Sponsor, etc.
- NEW V.A. Enrollment Certification Form
  G.I. BILL students: complete the Certification Form each semester that you want to use your VA Educational Benefits.
- View your General Student Information
  View your Advisor, Major, College, Academic Standing, Foreign Language requirement, etc.
- Student Conduct Notifications
  View your notifications from the Office of Student Conduct.
- University Account Information
  • View and Pay e-Bill • Add an Authorized Payer • Enroll or Adjust Direct Deposit Information • Enroll in the Budget Tuition Plan
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- Financial Aid Information
  Review the status of your award information here, including Financial Aid Holds, Requirements to Receive Aid, Cost of Attendance, Award History, Loan Requirements, Academic Progress, and Loan Application History.
- Housing and Dining Services
  Add/Change Individual Dining Plan, View Housing Assignment
- Personal Information
  View and Update your address(es), phone number(s), view e-mail address(es). View and update emergency contact information. View name change information & social security number change information. Change your password.
- Information for New Students
  New Freshmen, Transfer, and International students should complete these essential steps toward enrollment by June 1st.
- University Catalog Page
  View University Catalog (Opens in new browser)
- Student Organizations Menu
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Undergraduate Students: Apply for your Degree, Request and view your Degree Audit Report (DARS), Add/Change your Diploma Address.
Graduate Students: Apply for your degree, view Plan of Study, view Checklist and let us know if you plan to attend commencement.

Transcripts and Certifications Menu
View and Request Transcripts, Request Certifications of Enrollment.

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G.I. Bill students: complete the Certification Form each semester that you want to use your VA Educational Benefits.

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Housing and Dining Services
Add/Change Individual Dining Plan, View Housing Assignment

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University Catalog Page
View Course Catalog. (Opens in new browser)

Student Organizations Menu
**FERPA Disclosure**

The Family Educational Rights and Privacy Act (FERPA) requires that you authorize the university prior to release of any academic record information to a third party. Completion of the following online form allows you to approve disclosure of your academic record information to parent(s) and/or guardian(s). The disclosure will remain valid until you remove the authorization via the add/delete button. It is important that you create a 8 character PASS CODE (alpha numeric) to be shared with your parent and/or guardian. The parent/guardian must disclose the pass code to the appropriate university official prior to receipt of any of your academic record information.

**PASSCODE FOR SELF:** To allow departments and college offices to discuss your record over the phone with you, assign yourself a passcode. Provide passcode to staff when calling.

**Tax Dependent?** It is important to note that the Commonwealth of Virginia requires tax dependent students attending Virginia’s colleges and universities to release academic record information to their parents. This requirement is allowable within the guidelines of FERPA. If you are a tax dependent of your parent or guardian, please denote that information by checking “YES” in the question column, “Are you a Tax Dependent?” Remember to complete the 8 character PASS CODE (alpha numeric) information as well.

Refer any questions related to this process or laws should be directed to Wanda Hankins Dean, University Registrar, registrar@vt.edu.

Return to Registration Status page

<table>
<thead>
<tr>
<th>Parent/Guardian/Other/Student Name</th>
<th>Relationship</th>
<th>Are you a tax dependent to this person?</th>
<th>Create Pass Code</th>
<th>Delete?</th>
</tr>
</thead>
<tbody>
<tr>
<td>First name</td>
<td>Last name</td>
<td>Father</td>
<td>Yes ☑️ No ☐</td>
<td>No 🚫</td>
</tr>
</tbody>
</table>

Existing records:

Add/Delete Record  Reset

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- **University Catalog Page**
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- **Student Organizations Menu**
  Fraternity and Sorority Life, Student Organization Registration and Student Organization Room Reservation.

- **Pathways Planner**
  First Step to Academic Degree Success Begins Here
University Account Information

- View and Pay e-Bill
  - View Current e-Bill; Make On-line Payment; Register Authorized Payers; View e-bill History

- Enroll in Direct Deposit
  - View current Direct Deposit status. Payroll, Student Refunds and other University reimbursements can be automatically deposited into your bank account

- Apply for the Budget Tuition Plan
  - Enter your Budget Tuition Application and pay BTP application fee online

- Graduate Students on an Assistantship: Enroll in Payroll Deduction
  - Allows graduate students on an assistantship to enroll in payroll deduction for payment of their comprehensive fee and capital fee

- Account Summary
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- Federal Financial Aid Release Authorization
  - Authorize the use of Title IV Financial Aid for payment of miscellaneous charges such as fines and medical clinic fees

- Tax Notification
  - View Tax Notification Information (1098-T)

- Opt-Out of Receiving a Mailed 1098-T Tax Form
  - Select how you would like to receive your 1098-T tax form

- Administrative Holds
  - View administrative holds on your account that may be preventing registration or drop add activity

- Tuition and Fees
  - Link to Bursar Web Page with Information about Tuition and Fees (Will open in a new browser window)

- Contact Bursar Office
  - Send Message to Bursar’s Office via Email (Will open your local mail client)
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Direct Deposit Maintenance for **Hokie Bird**

Your direct deposit bank information is displayed as follows:

**Current Direct Deposit Status** lists your bank information that is effective now for your payroll and/or other payments.

**Pending Direct Deposit Information** lists your most recent pending changes to your direct deposit information which will become effective on the indicated date(s).

You may make changes to these distributions by clicking on **Make Changes** at the bottom of this page.

The information you provide for Direct Deposit will not be shared by Virginia Tech with any outside organization or company.

**Notice to all Direct Deposit participants:** New banking regulations effective September 18, 2009 require Virginia Tech to obtain additional information for funds that are electronically deposited via Automated Clearing House (ACH) in a U.S. bank and then forwarded in entirety by "standing order" to a non-U.S. bank. Until this additional information can be obtained, payments of this nature must be paid by paper check or will be rejected by the ACH network.

If you currently forward, or in the future plan to forward, ACH payments to a non-U.S. bank; you should immediately inactivate or change your direct deposit information as displayed herein. **You need not take any action if you do not and will not forward ACH payments to a non-U.S. bank.**

### Current Direct Deposit Status

<table>
<thead>
<tr>
<th>Bank Name</th>
<th>Routing Number</th>
<th>Account Number</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### All Other VT Payments (Student Refunds, Travel Reimbursements, etc.)

<table>
<thead>
<tr>
<th>Bank Name</th>
<th>Routing Number</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank</td>
<td>123456789</td>
<td>**********00</td>
</tr>
</tbody>
</table>

**Make Changes**
The VT Bursar’s Office is located at 800 Washington St SW, Blacksburg
Student Services Building, Suite 150
Points to Takeaway

• Important addresses to keep updated are billing (BI), mailing (MA), and permanent (PR).
• To discuss your account, a FERPA release and passcode is required for anyone other than the student (also encouraged for the student).
• Direct deposit is strongly recommended.
• If direct deposit is not used, it is important to cash any checks received in a timely manner.
Any Questions?

Virginia Tech Office of the University Bursar

Lauren Lawson, Gena Simmons, or Nina Wilburn

540-231-6277 bursar@vt.edu

Office of the University Bursar (0143)
Student Services Building, Suite 150, Virginia Tech
800 Washington St SW
Blacksburg, VA 24061