

LOG-IN TO YOUR *my*HEARTLAND ACCOUNT

*my*Heartland gives you access to your admission, financial aid and scholarship information. You will also find your Heartland email account, class registration, events and announcements and your library account. Your Heartland email account is our primary way of contacting you.

Follow the steps below to create your *my*Heartland account.

CREATE/RESET PASSWORD

- Click on www.heartland.edu/password
- Click and READ the Security and Appropriate Use Policy (left side of the page)
- Return back to Manage My Password
- Click on Create or Reset Password
- Enter your login name and click Next/I Agree
- Answer the three security questions about your date of birth, last four digits of your social security number and Heartland ID number. Note: include forward slashes in your date of birth
- Create and confirm your password (Do not use personal information in your password.)
- Close window or tab and return to *my*Heartland and enter your login name and new password

CHANGE YOUR SECURITY QUESTIONS

We highly encourage changing the security questions to secure your account.

- Go to www.heartland.edu/password
- Click on Secure Account
- Enter login name and password if requested
- Click on Next/I Agree
- Enter your password and click on Next/I Agree
- Choose at least 3 questions to answer (You may answer more than 3 questions but not fewer than 3.)
- Click on Next/I Agree
- Close window or tab

CHECKING YOUR TASKS IN STUDENT CENTER

1. Log in to your *my*Heartland account
2. Click on the IRIS tab
3. Click on the IRIS Student Center icon
4. Tasks tile is found on the left side

PROBLEMS?

If you receive the message "User does not exist in the selected domain," you will need to come in person to Admissions to verify information and activate your *my*Heartland account.

If you are experiencing difficulty using *my*Heartland please call the Student IT Hotline at (309) 268-8380. Assistance is available Monday through Thursday, 7:30 am – 5:30 pm and Friday, 7:30 am – 4:30 pm. Messages may be left after hours and will be returned on the following business day.