DOIT # ACCESS/REGISTRATION process:

In order to have access to update or create DoIT #’s, you will need to go to: www.it.wisc.edu/

- Services
  - Click on the Services title, as shown
  - Click on the “D” alpha string, as shown

- Scroll down to the bottom of the “D” list and click on DoIT Numbers, as shown

- Click in the “Log in to DoIT Numbers” box
  - The bottom of this page has information on what is needed to register.
    - **NOTE** the available links here, circled in yellow, for additional information on:
      - Pre-Posting Allocation Tool (PAT) User Guides
      - DoIT Consolidated Billing Invoices
Click the “Create DoIT Number” link on the red ribbon to open the registration page.
  o When registering, the UDDS range must contain the UDDS # that you are pay-rolled from.

When you have completed the above process, you will receive e-mail confirmation that your registration was successful.

You will need to log out of the D# web site and log back in to be able to create/edit.

Contact us at billing@doit.wisc.edu if you need assistance