

JAGGAER



BUY.IU

Indiana University is part of Jaggaer, a leading procure-to-pay system. Before doing business with IU, you must join our supplier network.

Becoming an IU supplier is as easy as one, two, three...

1

Join the Jaggaer network

You will receive an email from Indiana University inviting you to join the Jaggaer network. Be sure to add buyiu.noreply@iu.edu to your address book so the message isn't filtered as spam. Click **Register Now** in your invitation email to get started. Registration must be completed from a desktop computer. Jaggaer is not available from a mobile device such as a smartphone or tablet.

2

Complete the registration process

Complete your supplier profile. Your invitation email contains a link to a short video which details the registration process. Be ready to provide your business information, upload signed tax forms, and enter payment information. Once all you have entered and reviewed your information, submit it to IU via the portal.

3

Congratulations! You're an IU supplier

The IU Supplier Data Management (SDM) team will review your information and contact you with any questions. When your profile is approved, you will receive an email notification from support@sciquest.com. You're now ready to do business with IU!

Hang on to your supplier portal login information. You will log in using this information if you need to make changes to your profile.

Questions? Need help?

Call (812) 856-7718 or

Submit a support request at

<https://go.iu.edu/prohelp>



INDIANA UNIVERSITY