iBid is the system used to bid for and enroll into Chicago Booth courses. Bidding is conducted in Phases typically over a period of about eight weeks, including break week(s).

### Access iBid
1. Log into the Intranet.
2. Click the Quick Link for "iBid".

### Home
The Home page contains announcements pertaining to bidding for the given quarter and the Phase schedule for continuing students.

### iBid Menu
- **Updates & iBid Schedule**: Bidding announcements and schedule.
- **Create/Alter Schedule**: View course sections for bidding; place bids, drop and/or add courses.
- **My Favorites**: View on course sections that you marked as a "Favorite".
- **My Schedule & Current Bids**: View your current bids and courses you enrolled in (future, current and past).
- **My Bid History & Points Ledger**: Audit trail of your iBid transactions and points refunded.
- **Booth Book, Course Descriptions**: Links to these resources.
- **Course Seat Limits**: View seat capacities of sections for the academic year.
- **Course Price History**: Course prices for the most recent Phase results and historical results for up to two years (in tabs).

### Bidding and Enrollment Limits
- **Full-Time Program**: You can bid and/or be enrolled in a maximum of five (5) courses. You are expected to manage your schedule and be enrolled in only the number of courses you plan to take by the end of Phase 5.
- **Evening and Weekend Programs**: You may bid and/or be enrolled in a maximum of four (4) courses. You are expected to manage your schedule and be enrolled in only the number of courses you plan to take by the end of Phase 5.
- **All Programs**: You may bid for two courses that meet at the same time, but are expected to resolve the time conflict in your schedule by the end of Phase 5.
- **All Programs**: You may not bid for:
  - a course you are currently enrolled in or previously completed;
  - multiple sections of the same course;
  - a course with a strict prerequisite, unless you have met the prerequisite or have a bidding waiver (email approval) from the instructor.

### Bid Points
#### New Student Bid Point Account
- **Evening MBA Program**: 4000
- **Weekend MBA Program**: 4000
- **Full-Time MBA Program**: 8000
- **PhD Program**: 8000

#### Paying/Accruing Points and Course Prices
- Pay points for courses that closed in the Phase in which you added them.
- Price is based on the lowest successful bid in that Phase. This includes paying the points you bid if you are the lowest successful bidder.
- Courses that remained open have a price of zero.
- Continuing students accrue 2000 points per 100-unit course, 1000 points per 50-unit course and 0 points for LEAD, pre-MBA or and courses that are 000 units of credit. Accruals are processed prior to the start of bidding for the next quarter.

#### Point Refunds for Dropped Courses
- **Phase 2**: 100% of points paid to add
- **Phase 3**: 75% of points paid to add
- **Phase 4**: 50% of points paid to add
- **Phases 5 – 6**: 0% of points paid to add

### Course Section Access
In Phases 1 and 2, course sections are available for bidding only to the student population (Full-Time, Evening, Weekend) in which the course section is being held.

#### Exception: If a course is not offered to a population (Full-Time, Evening, Weekend) within the current academic year (autumn – summer), then that population has bidding access to all sections in all Phases.