



# **Welcome!**

## ***The session will begin shortly!***

Please be prepared with the following:

- Pen
- Paper
- Cell phone or device to log into Duo
- Device to log into MyCSUSM
- Ensure you are in a quiet or low distraction area



# How to Enroll in Fall 2024 Courses: First Year Students

# Welcome to CSUSM!



# Getting Started

- Cameras
- Chat function
- Microphones
- Staying present and focused
- Asking questions



# Meet Your First Year Enrollment Support Team

**Success Coaches** provide individualized, holistic, and proactive support (one-on-one meetings, workshops, community building, resource connection, and referrals) to first-year students by implementing effective strategies that promote success. This support only occurs during students' first year at CSUSM.

**Academic Advisors** provide support to all undergraduate students\* through course enrollment, advising students in major/minor program planning, degree completion, and university requirements. This support occurs throughout the student's degree program.

We work collaboratively to provide First Year students with enrollment support and assistance!

*\*Please note Extended Learning advises undergraduate students in their offered degree programs.  
Engineering Majors are advised by a grant-funded position not affiliated with the Office of Academic Advising.*

# First Year Enrollment Support Process

1

Enrolling in your 1st semester courses (Fall 2024). Heavy guidance and primary support by Success Coaching\*.

2

Enrolling in your 2nd semester courses (Spring 2025). Tandem support provided by Success Coaching and Academic Advising.

3

Enrolling in your 3rd semester courses (Fall 2025). Light support by Success Coaching while transitioning to primary support by Academic Advising.

\*With the exception of students in EOP, TRIO/SSS, CAMP, ACE Scholars, and International Students.

# Workshop Overview

- Workshop Outcomes
- MyCSUSM Student Center
- Enrollment Terms and Tools
- First Year Student Next Steps
- Q&A



# Workshop Outcomes

- Become familiar with the MyCSUSM Student Center
- Learn key CSUSM and enrollment terms
- Learn about the CSUSM enrollment tools and how to use them
- Learn how to enroll in Fall 2024 courses
- Learn how to connect with a Success Coach and/or Academic Advisor



# To Ease Your Mind

**Components of a CSUSM degree:** Getting a degree at CSUSM is comprised of three components: University, General Education, and Major/Minor requirements. Our support will help you work toward fulfilling these - focusing on the first semester.

**Pace to graduation:** Many of our students are already asking how long it will take. While we won't figure out your entire plan when enrolling in your first semester, a good rule of thumb is to try and average 15 units each semester or 30 units per year. Sometimes, you might take summer courses to maintain that pace if you are not able to take 15 units each semester—and that is okay!

**You have choices!** We know this can be overwhelming but having choices is a great thing! There are different ways to satisfy requirements and we'll help you get there.

**This is not a race!** While we want you to enroll ASAP, this is not a race. Take your time, don't rush, and know you can continue to adjust, focus on what is open and available, and know that you have a lot of support.



# Introducing MyCSUSM

MyCSUSM is your online student portal where you will find your Student Center hub to view communications, personal information, financial aid awards, academics, class schedule, holds, enrollment dates, and your To Do list.

Today, we will focus on three areas in your Student Center – Contact Information, Emergency Contacts, and Holds.



Check your MyCSUSM often!

# Logging-in to MyCSUSM

## Student Self Service

### Student Center

Use the student center to manage school related activities.

### Orientation Reservation

Orientation Reservation

### My Booklist (Bookstore)

Personalized Booklist by Term

## Personal Information

### Mailing Addresses

### Email Addresses

### Phone Numbers

### Emergency Contacts

## Student Life

### Campus Life

CSU San Marcos provides students with many exciting opportunities to get involved in campus life and take part in fun extracurricular activities.

## Quick Links

### COVID-19 Vaccine

Submit your COVID-19 vaccine documentation along with your other immunization requirements.

### COVID-19 Exemption Request

Submit test results from an off-site facility

### DUO Self Enrollment

Enroll in Duo Multi-Factor Authentication

### Schedule Assistant Information

Degree Planner and Schedule Assistant Information for Undergraduates

### Academic Calendar

Tuition, Registering, Exams, & Grades

### Course Catalog

### Class Schedule

### Not Anymore Training

Not Anymore: Sexual Violence, Alcohol and Drugs, Every Choice

## Modern Site

### Click to View Modernized Site

MyCSUSM is getting a responsive makeover! Click the link above to view the new site.

## Campus Password

[Change your password](#). Use at any time to ensure your account security.

## Announcements

### Spring 2023

#### Enrollment

Add/Drop: Monday, January 23 - Friday, February 3

#### Tuition & Fees

Due Wednesday, January 18, 2023. Visit the [Student Financial Services website](#) for more info.

#### Term Start Date

Classes begin Monday, January 23, 2023

### [2022/23 Academic Calendar](#)

## Announcements

Official campus updates & resources : <https://www.csusm.edu/csusmasone/>

# Reviewing Your Information

## ▼ Personal Information

Emergency Contact  
Names  
Authorize to Release  
SSN Change Request



## Contact Information

Home  
Address

Mailing Address

Home

Campus

# Hold

Student Center

**Academics**

[Search for Classes](#)  
[Degree Planner](#)  
[Enroll](#)  
[Academic Reports](#)  
[Enroll in CSU Fully Online](#)  
[Schedule Assistant](#)  
[ARR \(Graduation Eval\)](#)

other academic...

**Finances**

**My Account**

[Statement of Account](#)  
[Enroll In Direct Deposit](#)  
[Charges by Due Date](#)  
[Opt-Out of SIRF Fee](#)  
[View 1098-T](#)  
[Enroll in Payment Plan](#)

**Account Summary**

\*Term:

Account Balance	\$0.00
Anticipated Financial Aid	\$0.00

Share My information

**Communication Center**

0 Pending Messages  
33 Communications

**CSU Communication Center**

**▼ Holds**

No Holds.

**▼ Notifications**

No Notifications.

**▼ To Do List**

No To Do's.

**Information:** You are not enrolled in classes.

# Press Pause



- Take this time to log-in to MyCSUSM
- Review your contact information to ensure accuracy
- Add an emergency contact
- Do you have any holds on your student account?

The background of the slide is a photograph of a group of students sitting at several round, white metal tables outdoors. They are in a campus setting with large, leafy green trees and a building in the background. The students are engaged in conversation or studying. The lighting is bright and natural, suggesting a sunny day.

Office of Academic Advising

# How to Enroll in Classes at CSUSM

# CSUSM Enrollment Terms

- Pre-Enrollment
  - Written Communication (A2)
  - Mathematics (B4)
- University Requirements
- Major/Minor Requirements
- General Education (GE)
- Changing Major/Minor
- Add/Drop
- Waitlist
- Transfer Credit/AP Scores
- Course Placement







# Key CSUSM Enrollment Tools

# Key CSUSM Enrollment Tools

Academic  
Requirements  
Report (ARR)



Think of your ARR as your Graduation Evaluation. **Everything** you need to fulfill to earn your degree is listed within your ARR.

[Print Report](#)

[Return](#)

**Current Academic Objective** 1 of 1

	Requirement (Catalog)	Term
Level:	Undergraduate	Fall 2021
Program:	Undergraduate	Fall 2021
	Hum Dev - Health Services BA	Fall 2021

Graduation Status: Not Applied

**Current Academic Summary**

Last Term Registered: Spring 2023  
 Academic Standing: Good Standing  
 Overall GPA: 2.861  
 CSUSM GPA: 2.861

**General Information**

The recommended sequence of classes from faculty are found in your [DEGREE PLANNER](#)  
 FOLLOW THE COUGAR WAY to find your ideal class schedule by using the [SCHEDULE ASSISTANT](#)

Undergraduate, State-Support, Degree Seeking Students

**ARR is your official Graduation Evaluation and is not an academic transcript.** Students are responsible for meeting requirements for their degree and are encouraged to run this report frequently to monitor progress toward a degree.  
 UNDERGRADUATE Students may submit discrepancies via the ARR Correction Form (Please allow 2-3 weeks for responses or processing time): [ARR CORRECTION FORM](#)

**IMPORTANT NOTE ABOUT APPLYING FOR GRADUATION:** You will not receive your diploma unless you apply for graduation. (You may NOT apply for graduation while in a pre-major status i.e. pre-Business, or in an Undeclared Major) For more information visit [APPLY FOR GRADUATION](#)

A maximum of 70 (seventy) semester units earned in a community college may be applied toward the degree as [Transfer Credit](#)

**Degree Audit Icons**

Each icon appears to the right of each requirement to reflect completion status.

	Requirement is Satisfied
	Courses Are In Progress
	Planned to Satisfy Requirement

**Course Icons**

Each course is coded to indicate the source of the credit.

	Course Taken and Graded
	In Progress This Term
	Course Planned for Future

# Key CSUSM Enrollment Tools



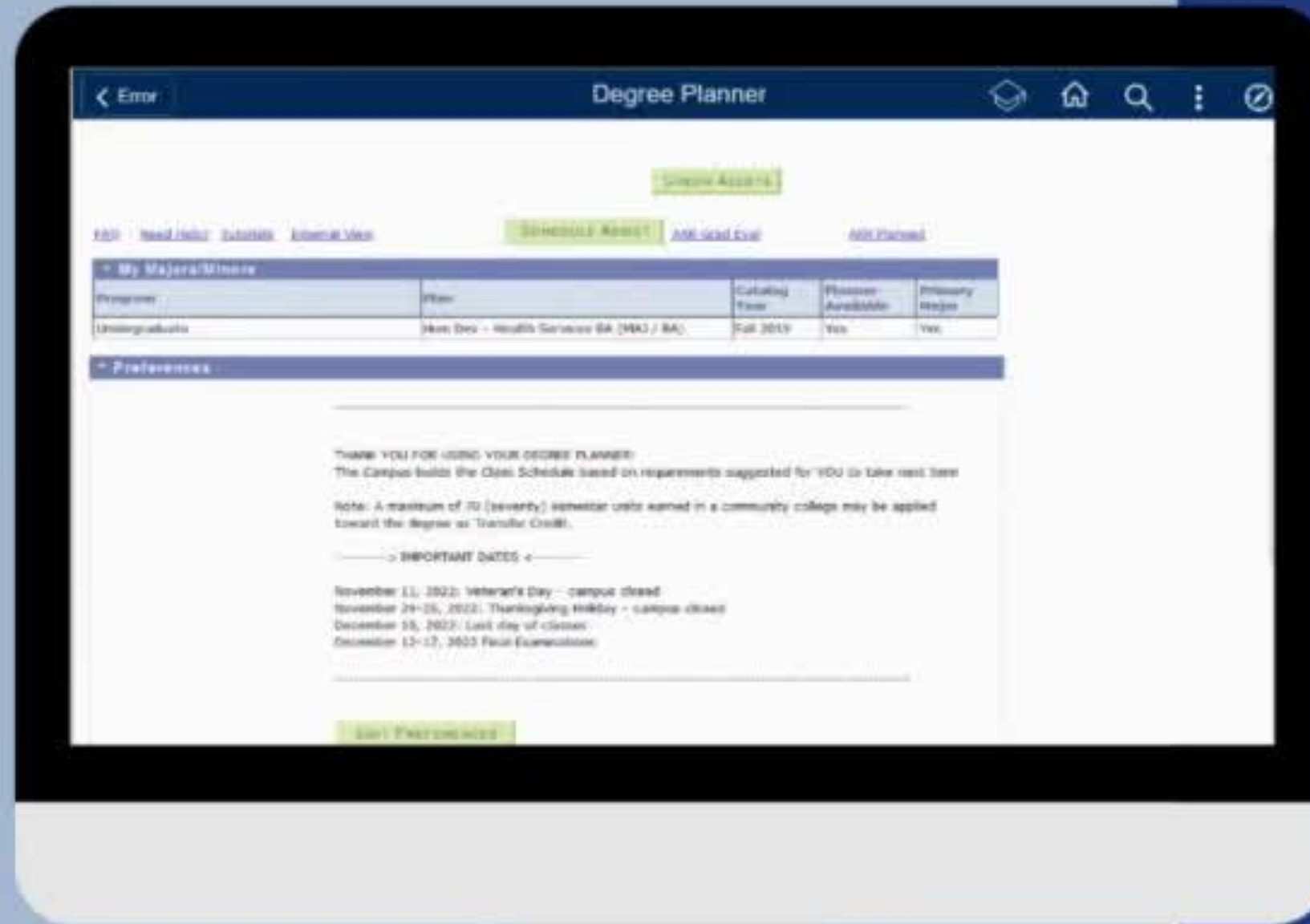
## Degree Planner



Think of your Degree Planner as a roadmap to complete all of the requirements listed within your ARR. For now, only plan one semester out!

# 2 Module two

## Using your Degree Planner



# Press Pause



- Review your ARR and get an idea of some of your requirements
- Take a look at your Degree Planner to see when it has planned for you to take the requirements
- Make note of questions you have

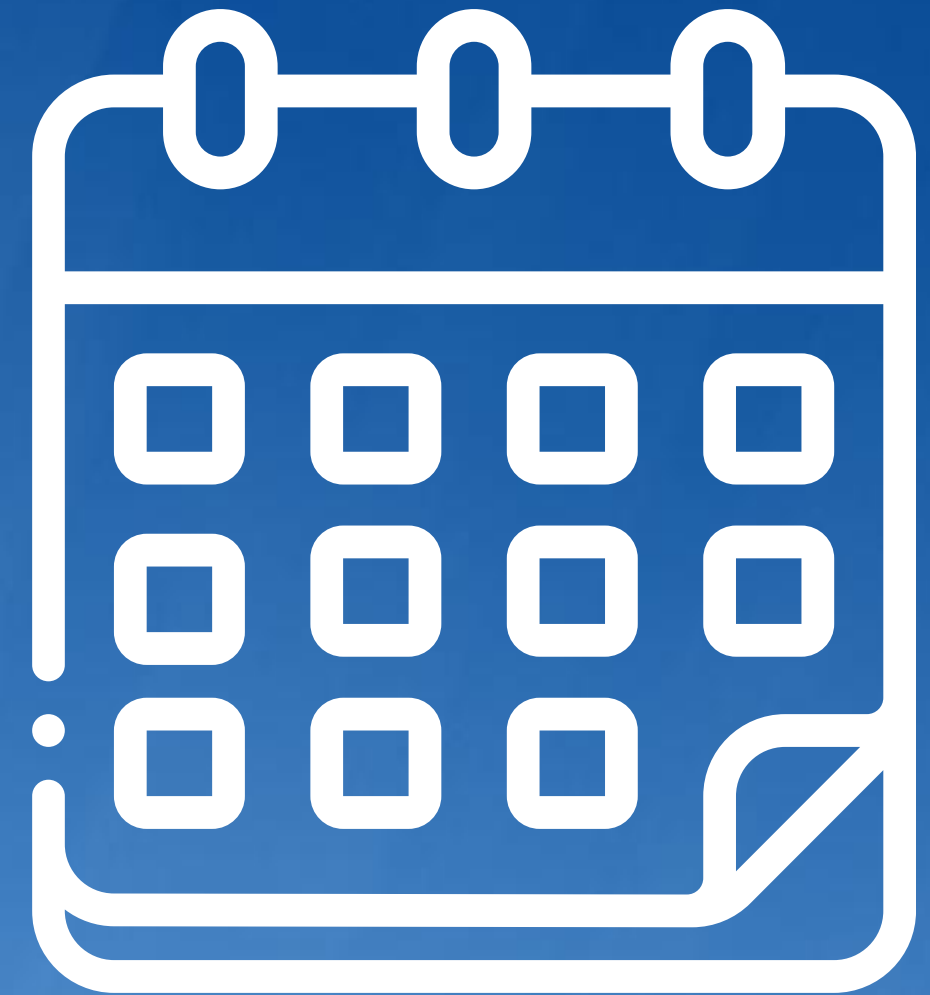


## **Important!**

Do not make any changes (or let anyone else) to your Degree Planner without the guidance of a Success Coach or Academic Advisor.

# Key CSUSM Enrollment Tools

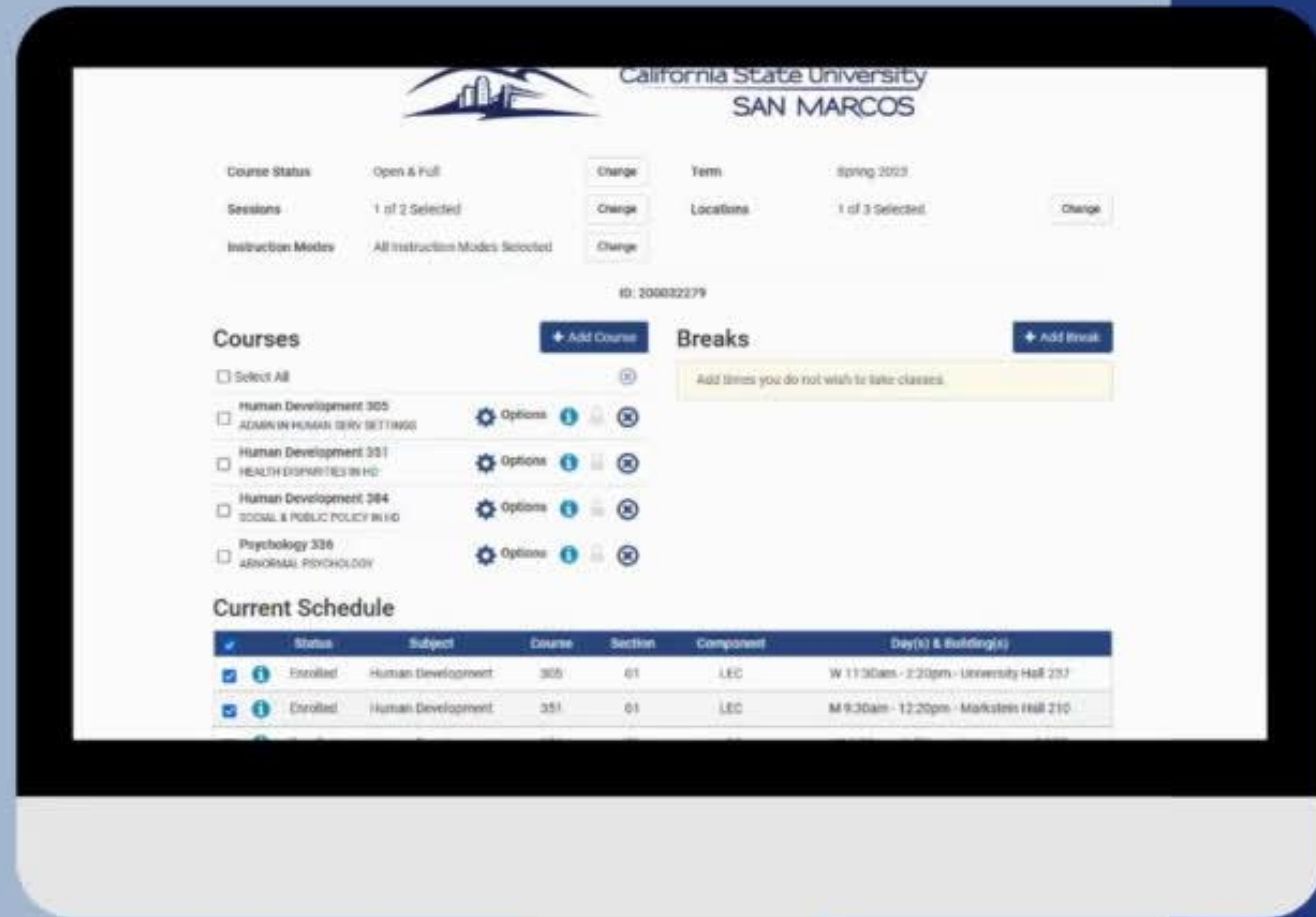
## Schedule Assistant



The Schedule Assistant takes the courses directly from your Degree Planner and builds numerous schedules for you to choose from!

# 3 Module three

# Using your Schedule Assistant





# Press Pause



- Explore the Schedule Assistant
- Review the schedules that are created and select a few as your favorites
- Make note of questions



The Schedule Assistant is not the only way to search for classes, however, it is the easiest way to curate a schedule that works for you!

# Course Enrollment



Loading your  
shopping cart

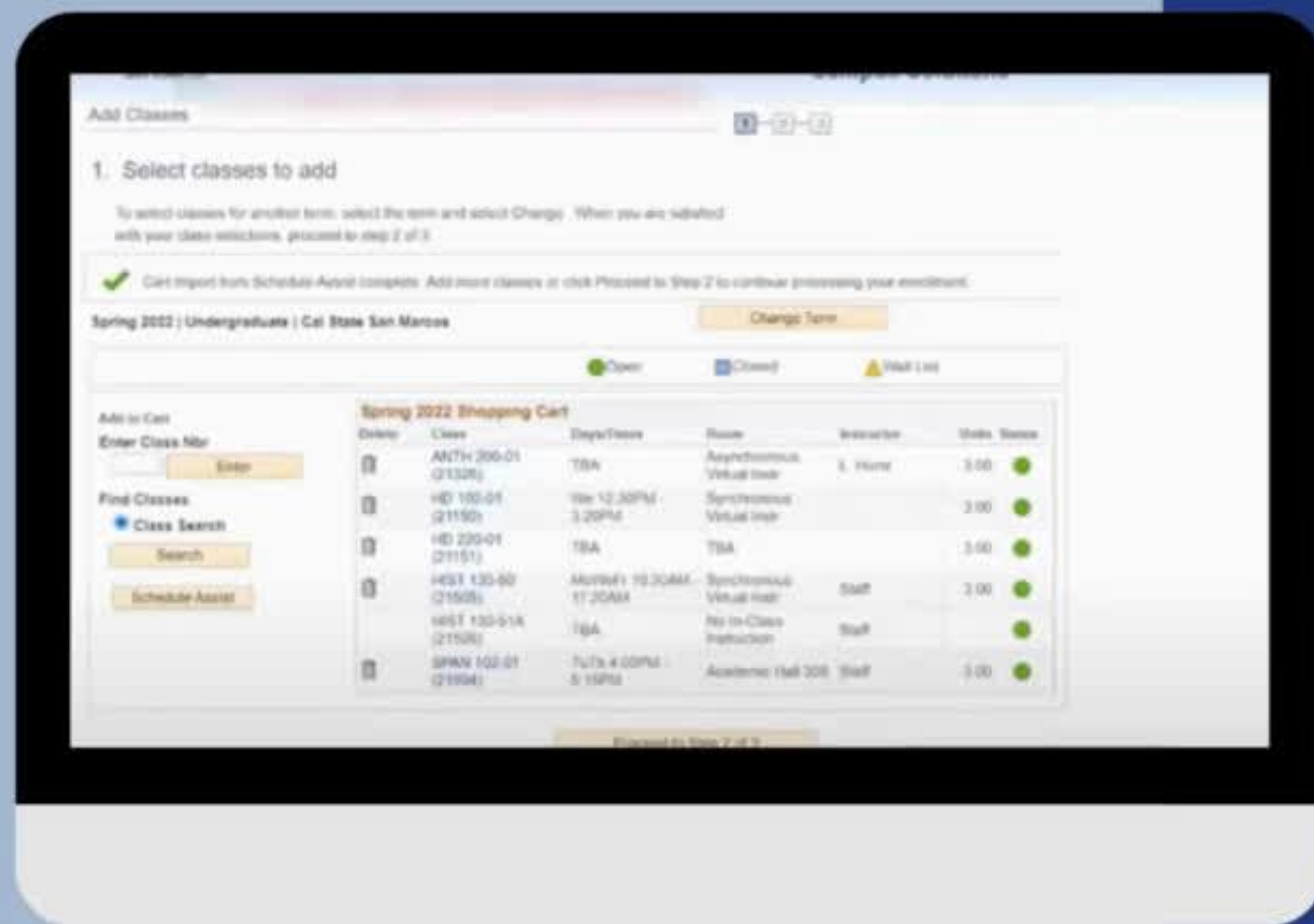


Look for this icon when searching for classes! This indicates that the class uses materials that are either open, free, or available through the Library.

# 4

Module four

## Loading your shopping cart and finishing enrollment



# Press Pause



- Using the steps just reviewed, start to load classes into your shopping cart



Loading your shopping cart does not mean you have enrolled in your classes! You still have a few more steps.

# Make Note: Math and Chemistry

## Do you have MATH 105 in your Degree Planner?

If so, to enroll in MATH 105, you must also add the support section of the class - MATH 5. MATH 105 and MATH 5 MUST be both placed in your shopping before finishing the enrollment steps. If you do not, you will receive an error message.

## Do you have Chemistry 150/150L in your Degree Planner?

To enroll in CHEM 150 and CHEM 150L, you must have completed pre-requisites. If you have questions about whether you have met these pre-requisites, please speak with an academic advisor.

These courses are comprised of three components: a lecture, an activity, and a lab. To enroll, there must be seats in all three of these. Each of these components must be placed in your shopping cart before finishing the enrollment steps or you will receive an error message.

Questions about either of these? We're here to help.



### **Important!**

Do not make any changes (or let anyone else) to your Degree Planner without the guidance of a Success Coach or Academic Advisor.

# In Summary



Think of your ARR as the umbrella of your CSUSM degree. It includes all of the components and elements of your degree.



Think of your Degree Planner as the roadmap to your degree. It breaks down how you will fulfill all the requirements listed in your ARR, one semester at a time.



Your Schedule Assistant will help you build a course schedule based on what is listed on your Degree Planner.

# Enrollment

Students can begin enrolling in courses (up to 16 units) starting with the enrollment appointment in MyCSUSM. **They can continue to adjust their Fall 2024 schedules through** the Add/Drop Period ending September 9th.



# FY Student Path

Keep following the First Year Student Path to ensure you are taking the steps needed to make a successful and smooth transition to CSUSM!





# Success Coaching

Come visit our table at the Orientation resource fair this summer! We will also be presenting at each Orientation session. Students who are eligible for a Success Coach will receive communication this summer. Students will learn who their specific Success Coach is in early August. Keep an eye on your CSUSM email!



# So, what now?

- Confirm your enrollment date/time in MyCSUSM
- Begin enrolling using the tools and resources we have shared today
- Seeking extra support? Academic Advising and Success Coaching are offering drop-in support today through Friday, June 28th.
- Focus on your first semester only!

# Academic Advising Virtual Drop-Ins

For assistance with course placement (math, written communication, language), requirements, major/minor, test and transfer credit, or similar, Academic Advising drop-ins would work best for you. **IMPORTANT!** You must complete the Enrollment Tutorial prior to attending advising drop-ins.

Date	Time
TODAY! Wednesday, June 26	9-11:30am & 1:30-3:30pm
Thursday, June 27	9-11:30am & 1:30-3:30pm
Friday, June 28	9-11:30am



- Via Microsoft Teams
- Roughly 15 minutes
- 1:1, first-come, first-served basis, by major



In addition to drop-ins, first year students will have multiple access points to advising throughout the summer.

# Success Coaching Virtual Drop-Ins

For general support navigating the enrollment tools and process, Success Coaching drop-ins would work for you. A referral to Academic Advising will be made as needed for more complex questions.

Date	Time
TODAY! Wednesday, June 26	1pm-4:30pm
Thursday, June 27	9am-11am
Friday, June 28	9am-12pm



- Via Microsoft Teams
- Roughly 15-20 minutes
- 1:1, first-come, first-served basis

# Questions

# Thank you!

We look forward to seeing you at  
Orientation this summer!

Office of Academic  
Advising Virtual  
Front Desk



Office of Success  
Coaching Virtual  
Front Desk

