

# **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: Transfer Students



# Welcome to CSUSM!





# Getting Started

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



# Meet Your Transfer Enrollment Support Team

**Office of the Registrar** supports all students through transfer credit evaluation, graduation requirements (catalog rights), and additional student resources.

**Academic Advisors** support all students through course enrollment, major/minor program planning, degree completion, and university requirements.

They work collaboratively to provide Transfer students with enrollment support and assistance!

# Workshop Overview

- Workshop Outcomes
- Helpful Info and Links
- MyCSUSM Student Center
- Enrollment Terms and Tools
- 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 an Academic Advisor

# Helpful Info and Links

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- **When are my final transcripts due?**
  - Submit your final transcripts by July 15. Instructions on the [Registrar website](#).
- **How and when do I submit my immunization records?**
  - See the [Student Health and Counseling website](#) for details (HEPB and MMR required)
- **How do I set up my campus email?**
  - Instructions are available on the [IITS for Students website](#)

! [Enrollment Tutorial](#) is required to meet with an Academic Advisor via the [Virtual Front Desk](#)



# Helpful Info and Links

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- **How do I set up DUO (multi-factor authentication)?**
  - Visit the [IITS for Students website](#) for instructions.
- **Where can I view the evaluation from my transfer credit?**
  - Instructions and additional resources related to transfer credit on the [Registrar website](#).
- **I need to change my major. How do I do that?**
  - Check out the [Change of Major/Minor page](#). You can find more information about services available in MyCSUSM on our [MyCSUSM instruction page](#).

! Contact [techsupport@csusm.edu](mailto:techsupport@csusm.edu) for help with setting up campus email or DUO

# 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 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

## 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

### NSC Verify Enrollment

NSC Verify Enrollment

## 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/>

Emergency Contact Info : Update your mailing address and cell phone number in the Personal Information section of [MyCSUSM](#)



# Reviewing Your Information

## ▼ Personal Information

Emergency Contact  
Names  
Authorize to Release  
SSN Change Request



## Contact Information

Home  
Address

Mailing Address

Home

Campus

# Holds

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.

The background of the slide is a photograph of a group of students sitting at white metal tables outdoors. They are in a courtyard-like setting with large, leafy green trees. The students are engaged in conversation or studying. The lighting is bright and natural, suggesting a sunny day. The overall atmosphere is that of a busy, active campus environment.

Office of Academic Advising

# How to Enroll in Classes at CSUSM



# 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?

# Key CSUSM Enrollment Terms

- Add/Drop
- Waitlist
- Transfer Credit
- Zero Cost Materials
- Withdrawal
- Course Repeat
- Others



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.

## Zero Cost Course Materials Classes



Find out if your class is using zero cost course materials (ZCCM) by looking for the ZCCM logo when registering for classes

▼ SOC 311 - Inequality

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	View Booklist for This Course	Zero Cost Course Materials
21198	01-LEC Regular	TBA Mo 12:30PM - 2:20PM	Asynchronous Virtual Instr Academic Hall 102	Staff	01/22/2024 - 05/10/2024 01/22/2024 - 05/10/2024		View Booklist for This Course	

If your classes still requires you to buy textbooks, check the Library first.

### Library Reserves

Easily access **course materials** like physical books, ebooks, articles, book chapters, streaming media and more through the Library!



### CSU+/Interlibrary Loan (ILL)

Can't find your textbook at Kellogg Library? **Request** it through our Interlibrary Loan system at **no cost** !







# 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
Career:	Undergraduate	Fall 2021
Program:	Undergraduate	Fall 2021
Plan:	Hum Dev - Health Services BA	Fall 2021
<b>Graduation Status:</b>	Not Applied	

### Current Academic Summary

<b>Last Term Registered:</b>	Spring 2023
<b>Academic Standing:</b>	Good Standing
<b>Overall GPA:</b>	2.861
<b>CSUSM GPA:</b>	2.861

### General Information

**\*\*The recommended sequence of classes from faculty are found in your [DEGREE PLANNER](#)**

**\*\*ENROLL THE COUGAR WAY to find your ideal class schedule by using the [SCHEDULE ASSISTANT](#)**

**\*\*For Undergraduate, State-Support, Degree Seeking Students**




**The ARR is your official Graduation Evaluation and is not an academic transcript.** Students are responsible for meeting all 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 and/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](#)

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




#### Degree Audit Icons

An icon appears to the right of each requirement to reflect the 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



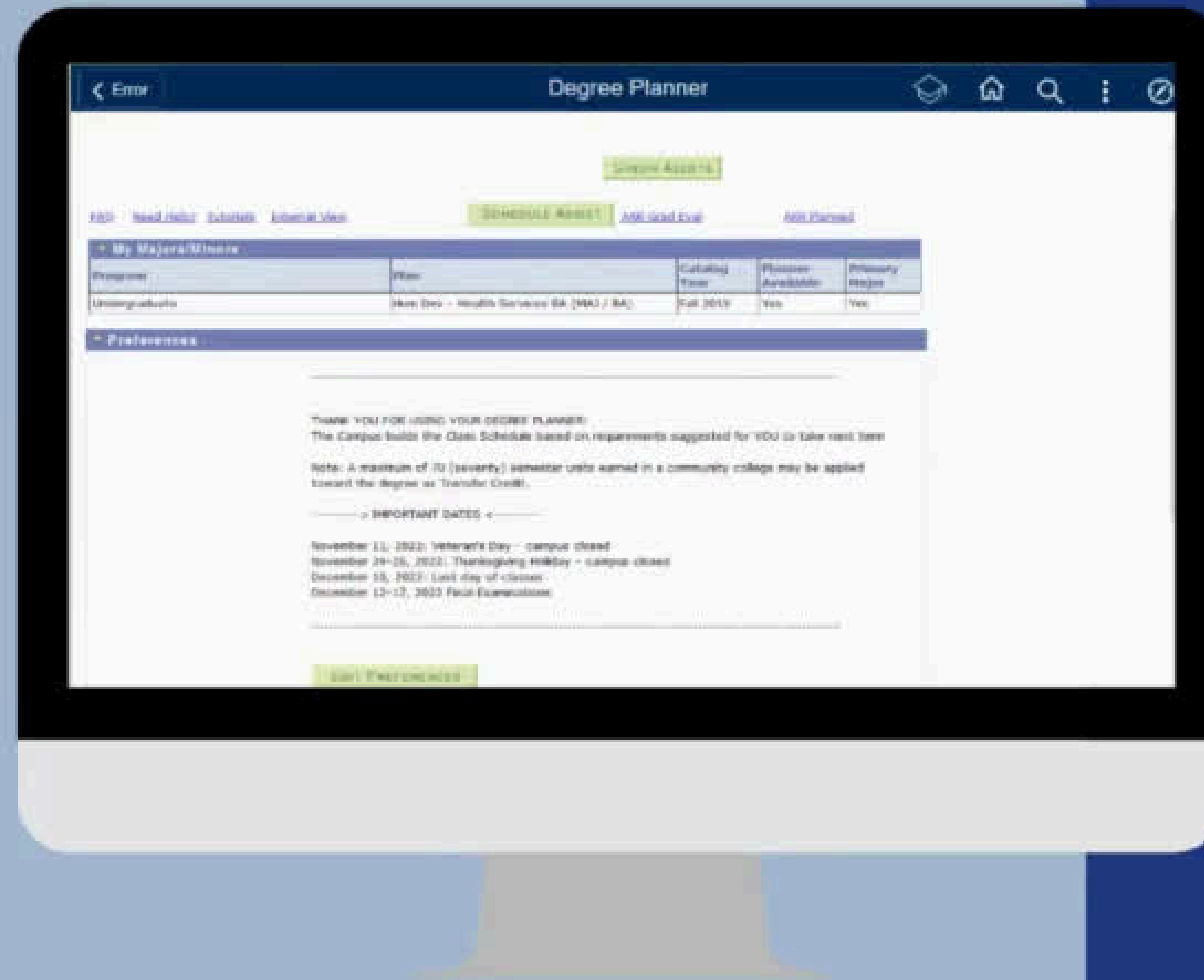
## Degree Planner



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

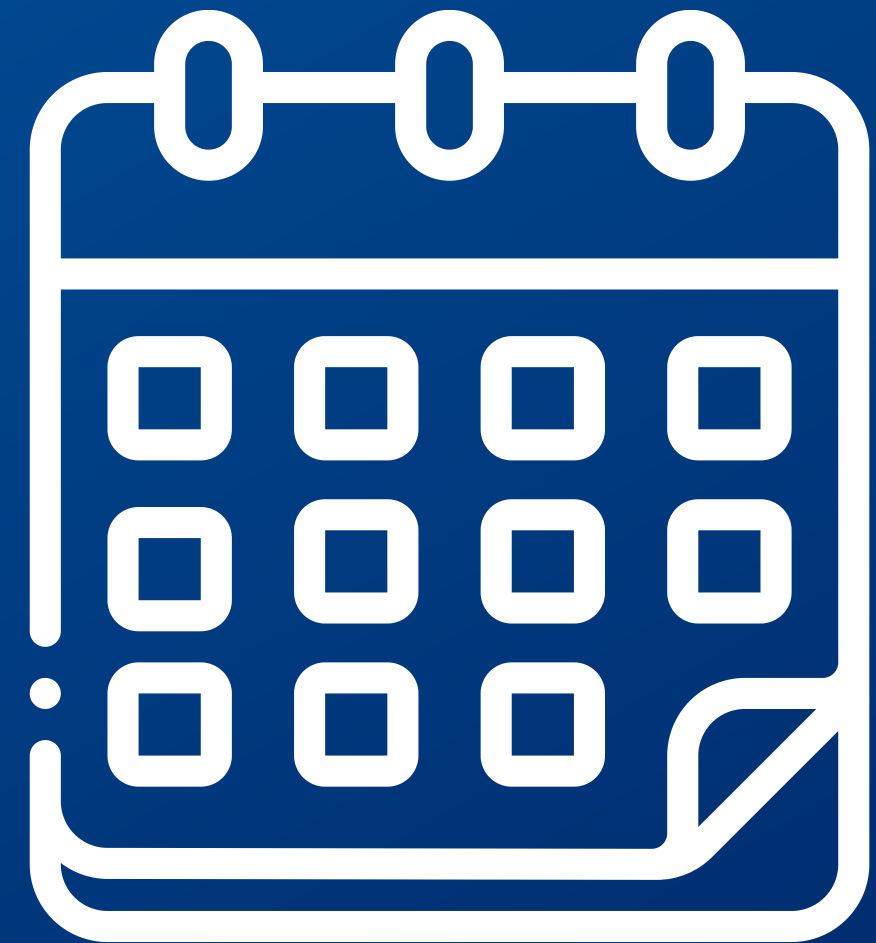


- Review your ARR and get an idea of some of your requirements
- Take a look at your Degree Planner to see when it has planned for you to take the requirements
- Make note of questions you have

**Important!** Do not make any changes to your Degree Planner without the guidance of an Academic Advisor

# Key CSUSM Enrollment Tools

Schedule Assistant

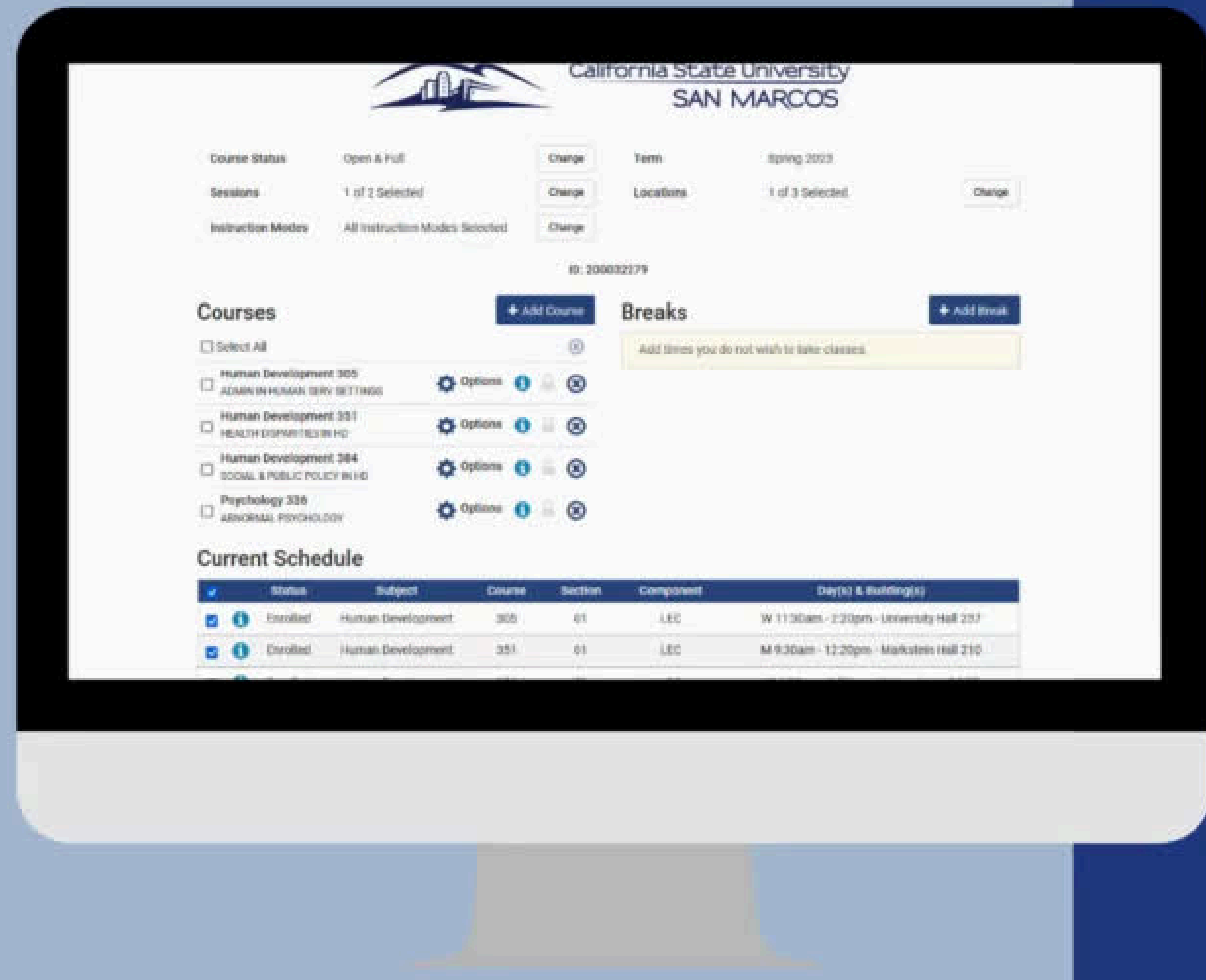


The Schedule Assistant takes the courses directly from your Degree Planner and builds numerous schedules for you to choose from!



# 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

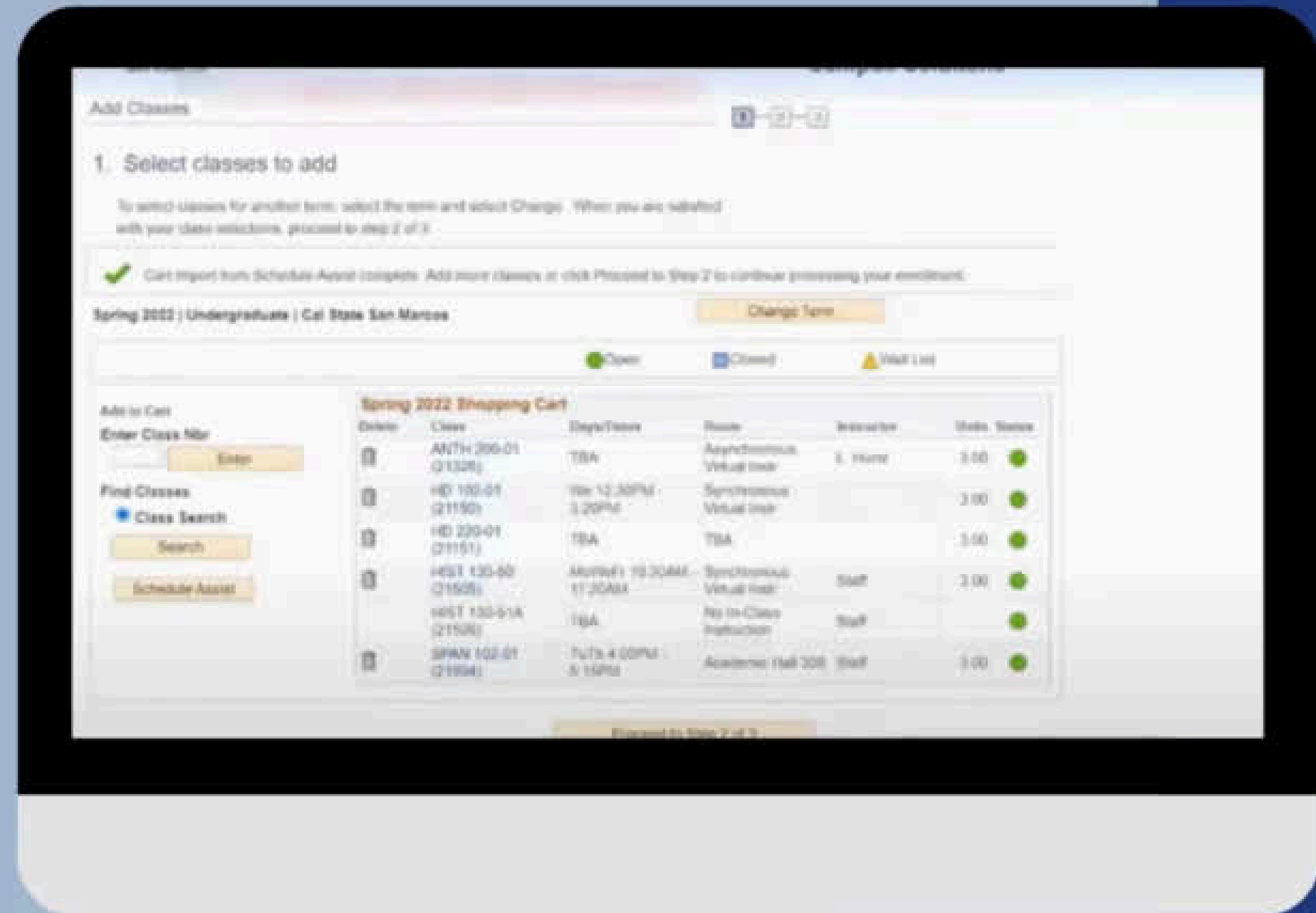


Loading your  
shopping cart

# 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.

# Next Steps

Students can begin enrolling in courses (up to 16 units) from June 10 -11. They can continue to adjust their Fall 2024 schedules through the Add/Drop Period ending September 9th.



# Next Steps

If desired, connect with the Office of Academic Advising using their drop-in times from June 10th to June 18th. In addition to drop-ins, Transfer Students will have multiple access points to advising throughout the summer.



# Next Steps

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

Note: Enrollment does NOT happen at Orientation but is supported with the approaches we've shared today.





# Contact Information

## Office of Admissions & Registrar



(760) 750-4814



registrar@csusm.edu

## Student Financial Services



(760) 750-4490



sfs@csusm.edu

## Financial Aid & Scholarships



(760) 750-4850



finaid@csusm.edu

## Financial Aid Virtual Appointments

<https://outlook.office365.com/owa/calendar/FinancialAidScholarships1@csusm.onmicrosoft.com/bookings/>

# Thank you!

Office of Academic  
Advising Virtual Front  
Desk



Q&A