Welcome to California State University, Northridge

These three freshmen student checklists will guide you through the necessary steps toward a successful first semester at CSUN. **Hint: Click on the images and be taken to the correct pages to complete each item.**

**Enrollment in Classes & Academic Advising Checklist**

Completion of Step 2, 3, & 4 are mandatory in order to be pre-enrolled in classes.

1) **ACTIVATE YOUR CSUN ACCOUNT.**
   - Set up your CSUN account and email as explained in the “Activate Your CSUN Account” email from Admissions and Records sent to the email address you provided on your admission application. You will be directed to a webpage to authenticate your identification. Then, you will be able to set your password.
   - Once you’ve set up your account, use your User ID and Password to log into your CSUN-issued Gmail account. Use your CSUN email account for all official communication between you and CSUN faculty and staff. Check your CSUN email account regularly!

2) **NOT ANYMORE – Interpersonal Violence Prevention Program**
   - All students **MUST** complete the “Not Anymore” training before they can be enrolled in classes. Log into your MyNorthridge Student Portal (see step 1), click on “Home” tab, then under “My Checklist,” look for the link to complete the “Not Anymore” training. **This step is Mandatory!**

3) **Online Pre-Enrollment Workshop / Academic Advisement**
   - All Student **MUST** complete the Online Pre-Enrollment Workshop in order to be enrolled in classes. **This step is Mandatory.**

Meeting with an International Academic Advisors in-person is NOT mandatory. If students wish to meet with an International Academic Advisor or have academic questions, call 818-677-6968 or email ugs.intladvisor@csun.edu to schedule an appointment.

4) **File the RESPONSE QUESTIONNAIRE** within 14 days of admission. **All first semester undergraduate international students will be pre-enrolled in classes.** Since many generally do not arrive at CSUN until one or two weeks prior to start of the semester and classes become full quick, this practice ensures that students are enrolled classes they need and have at least 12 units to meet their visa requirements. Students do not register for classes on their own. The only way to be registered for classes is by filling out this Response Questionnaire! **This Step is Mandatory.**

5) **FIRST DAY OF CLASS**
   - Spring 2019 weekday (Monday through Friday) classes begin Tuesday, January 22, 2019
   - For complete 2018-2019 Academic Calendar, including holidays, click on calendar image to the left.
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<th>Preparing for Spring 2019 Semester Checklist</th>
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| 1) | Become familiar with the **University Catalog** and **Degree Road Map** prior to the start of the semester.  
   - The Catalog describes every major, all courses CSUN offers, and provides vital information about academic policies and university regulations.  
   - The Degree Road Map helps you plan and preview your courses from your first semester to degree completion. |
| 2) | Become familiar with your Student Portal. Start by browsing the **Schedule of Classes** through Class Search. Learn about Class Search, myNorthridge and the SOLAR Student Center with the **How To Guides**. |
| 3) | **PLACEMENT TESTS**:  
   All students need to take the **Math Selection Assessment (MSA)** to determine which level math you are prepared to take in your first semester.  
   **MSA**: students will be enrolled in an online preliminary assessment called ALEKS. You can practice for the MSA while you are in your home country through ALEKS online. Then, you take the CSUN-proctored Math Selection Assessment in January that will indicate which math course you are eligible to take.  
   **MSA Exemption**: Some students are exempt from the MSA based on their transfer college GE Math, SAT (Scholastic Aptitude Test), ACT (American College Test), or AP (Advanced Placement), IB (International Baccalaureate), or GCE A-Level (General Certificate of Education Advanced Level). To learn about exemptions, test dates, register online, visit the **CSUN Testing Center**.  
   Students who do not take the MSA (or do not have an exemption from the exams) will be placed into the lowest level math and will have an added semester to their education plan.  
   **English**: There is no English placement test. Placement into English Composition course will depend on high school English coursework, transferable college GE English, SAT, ACT, IB, GCE A-Level, AP, or other external standardized exams. |
| 4) | **Engineering, Computer Science, Math, Occupational Health, or other Science majors**! The Math Selection Assessment (MSA) and/or **Chemistry Placement Test (CPT)** may be required for students in these major. For example, the Chemistry Placement Test (CPT) must be passed before students can enroll in Chemistry 101/101L. Find out if you need a department exam! |
| 5) | **TRANSFER COURSES**: If you are a freshman who has taken college courses, use the **Degree Progress Report (DPR) and Planner**, to check the placement of your transfer courses into CSUN major and degree requirement sections. For a preview, see the **How to Guides on DPR and Planner**. (This only applies to college level courses)  
   If your college transcripts have not yet been evaluated, your transfer courses will not yet display in DPR/Planner. You may visit **http://www.assist.org** to find California community college and CSUN course equivalents. |
### Other Important Tasks to be Completed Checklist

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<th>Task Description</th>
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| **1) Understand Your Holds.** | - All international students will have an “Advisement Mandatory” hold on their account. First semester students go through the pre-enrollment process after completing the Response Questionnaire. The advisement hold prevents schedule change and remains active for the first semester and is not removed.  
  - The “Foreign” hold is by the International & Exchange Student Center (IESC) who awaits your arrival for check-in before they remove the hold. IESC needs items from you before you can be checked in. Please see “Immigration Requirements for Spring 2019 Admit” for all immigration requirements including Health Insurance, Documents, Online Workshops etc. |
| **2) NEW STUDENT ORIENTATION FOR INTERNATIONAL STUDENTS:** | New Student Orientation is Mandatory! This half day event will introduce you to the University, provide important information, and enable you to meet new friends.  
To register, call 818-677-4100 or go to www.csun.edu/nso. (Registration may not be available until January) |
| **3) TUITION AND FEES:** | Pay your tuition and other fees on time. For your first semester, tuition payment may be paid after you are enrolled in classes, but no later than the deadlines published in the Fee Payment Schedule. **First semester international tuition is due by January 25, 2019.** If you do not pay on time, you may be disenrolled from courses. Get details on tuition and fees, payment due dates, installment plans and more at Student Finance. |
| **4) CSU IMMUNIZATION REQUIREMENTS** | For measles, rubella and hepatitis B.  
- If you attended a California public middle or high school, you have probably met the requirement.  
- If not, complete the measles and rubella immunization requirement during your first semester of classes. Complete the hepatitis B requirement during your second semester. For more information, including the consequences of non-compliance and other immunization considerations, see the Klotz Student Health Center website Immunization Requirements. |
| **5) Attention Freshmen! EXECUTIVE ORDERS!** | All students are required to take English Composition and Math in their first semester. Students who are taking prerequisite math (Math 196QR/196S) or Freshman Composition (AAS/AFRS/CAS/CHS/ENGL/LING/QS 113A or 114A) must enroll continuously in the proper Math and English Composition sequence until GE Math and English Composition is completed.  
Students need to complete GE Critical Thinking and Oral Communication within 60 units. All GE Basic Skills courses (Math, English, Critical Thinking, & Oral Communication) must be completed with grade “C-” or better. |

**WITHDRAWAL NOTICE:** It is the sole responsibility of the student to notify International Admissions and the International Advisor of your intent to withdraw from classes as soon as possible or within the first THREE WEEKS of the semester. Failure to follow formal withdrawal procedures may result in an obligation to pay fees, the assignment of failing grades, and the need to reapply for admission to CSUN.