

## NEXT STEPS TO BECOMING A CHICO STATE WILDCAT

Complete the following steps to accept our offer of admission and submit your Intent-to-Enroll.

### 1. ACTIVATE YOUR PORTAL ACCOUNT

Go to [www.csuchico.edu](http://www.csuchico.edu).

Click on Portal.

Use the ID number in your admissions letter and your birth date to activate.

Activate your New Student Account where you submit your Intent-to-Enroll, find your to-do list, and check your financial information.



Write your Wildcat ID number here for reference:

You'll need it for any communications with the Office of Admissions, or for University Housing should you apply to live on campus.

After you activate your Portal Account, you will be assigned a new Wildcat Gmail account. **Official notifications from the University related to enrollment, academic status, fees, holds, and financial aid will be sent to your Wildcat email only, and will not be sent to your personal email address, unless you set up email forwarding within Gmail.**

(For instructions on how to set up email forwarding, please visit [www.csuchico.edu/itss/email/students/index.shtml](http://www.csuchico.edu/itss/email/students/index.shtml))

### 2. COMPLETE YOUR ELIGIBILITY REQUIREMENTS

#### For Transfer Students

All courses in progress that are needed to meet eligibility requirements **must be successfully completed** with a grade of C- or better, and you **must have 60 transferable semester units** (or 90 quarter units) at the time of transfer. All admission requirements **must be completed by the end of the fall 2017 term. Intersession coursework cannot be used toward requirements for spring 2018.** During the month of November, an evaluation of your transfer credit will become available in the Student Center in your Portal Account.

Click on **Degree Progress Report** in the left-hand navigation.

Visit the Student Center in your Portal Account and check for any outstanding to-do's and **monitor your email regularly** for messages related to Chico State.

### 3. SUBMIT YOUR INTENT-TO-ENROLL DECISION WITHIN TWO WEEKS

**Submit your Intent-to-Enroll** and \$200 nonrefundable Enrollment Confirmation Deposit via your Portal Account, **or you will need to specify why you are exempt from this deposit.** If you are exempt, you will still need to go through the following steps to submit your Intent-to-Enroll.

There are three ways to be exempt from paying the deposit:

- (1) having an approved application fee waiver at the time of application,
- (2) having an expected family contribution (EFC) of 5200 or less on your State or Federal Student Aid Report, or
- (3) having been admitted to the Educational Opportunity Program (EOP).

**All students—exempt from deposit or not—**must complete steps below **within two weeks** or your admission may be rescinded.

- A. Log into your Portal Account.
- B. Click on the Admissions & Orientation tab.
- C. Click on Student Center link under the Admissions heading.
- D. Once in the Student Center, go to the Admissions box at the bottom of the page, click on the Accept/Decline Admissions link, and follow the screen prompts to submit your decision.

### 4. SUBMIT YOUR FINAL TRANSCRIPTS

You will need to submit final official transcripts postmarked **no later than February 15, 2018.**

**Transfers:** Transcripts must include fall semester grades.

Mail transcripts to:

**Office of Admissions  
CSU, Chico  
400 W. First Street  
Chico CA 95929-0722**

# IMPORTANT DATES

School Code: 001146

FAX: 530-898-6456

**FIRST: ACTIVATE YOUR PORTAL ACCOUNT TO VIEW AND ACCEPT OUR OFFER OF ADMISSION!**

## AUGUST

Submit a Free Application for Federal Student Aid (FAFSA) for 2017–2018 at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

**CSU, Chico's school code is 001146.**

## SEPTEMBER

**September 18:** Become a Wildcat! First day to submit your Intent-to-Enroll decision and non-refundable \$200 enrollment confirmation deposit in your Student Center.

## OCTOBER

Watch for communications regarding spring orientation opportunities.

## NOVEMBER

University Housing will open the spring housing application to all admitted students in mid-November. Check your Wildcat email for your invitation to apply for on-campus housing. Check the University Housing website for additional details and information. Spaces are limited for the spring semester.

[www.csuchico.edu/housing](http://www.csuchico.edu/housing)

**November 17:** Spring orientation offered to all admitted students. Register for orientation at <http://www.csuchico.edu/orientation>

## DECEMBER

**November 27–December 1:** Registration for students with verified eligibility

**December 7:** Registration fee payment deadline: Students must pay fees or have sufficient anticipated financial aid by this date. For instructions on how to verify your pending aid, please review this video: [www.csuchico.edu/fa/awardInfo/payCharges.shtml](http://www.csuchico.edu/fa/awardInfo/payCharges.shtml)

Submit final grade confirmation form(s), if applicable:

[http://www.csuchico.edu/admissions/\\_assets/documents/final-grade-form.pdf](http://www.csuchico.edu/admissions/_assets/documents/final-grade-form.pdf)

## JANUARY

**January 2:** Add/Drop registration begins.

**January 2–February 15:** CSU, Chico scholarship application is available for the 2018–19 school year:

<http://www.csuchico.edu/fa/scholarships/wildcat.shtml>

**January 11:** Deadline to submit proof of completion of all admission requirements

**January 11:** Late registration fee payment deadline: Students who registered (or waitlisted) for classes after December 8 must pay fees or have sufficient pending financial aid by this date. For instructions on how to verify your pending aid please review this video: [www.csuchico.edu/fa/awardInfo/payCharges.shtml](http://www.csuchico.edu/fa/awardInfo/payCharges.shtml)

View your Financial Aid Award in the Student Center

Request final official transcripts. Check your “To Do” list in the Student Center to see which transcripts are still needed. To avoid a hold on your spring 2018 registration, you must complete your file by February 15, 2018.

**JANUARY 22: Spring classes begin!**

## YOUR NOTES: