

FALL 2018 TRANSFER ENROLLMENT GUIDE



INTENT TO ENROLL

To reserve your space for fall 2018, you must complete all three steps (see below) of the intent to enroll process no later than Tuesday, May 1, 2018 at 11:59 p.m. Our offer of provisional admission is only good for the fall 2018 term. You may not defer your enrollment to a later semester. Our offer of provisional admission will be withdrawn if you fail to complete all three steps of the intent to enroll process, as described below, by the deadline.

1 **STEP 1: ACCEPT OUR OFFER OF ADMISSION BY MAY 1, 2018 at 11:59 P.M.**

To reserve your space for fall 2018, admitted applicants must complete the 3-step intent to enroll process no later than Tuesday, May 1, 2018 at 11:59 p.m. Step 1 is to accept our offer of provisional admission:

- Log into your myCI (myci.csuci.edu) and click on "CI Records." Your login information was emailed upon submitting your application for admission. We used the email address that was noted on your Cal State Apply admissions application. Please check your SPAM/junk mail folder if necessary.
- Scroll down to the bottom of the page (under "Admissions") and "Accept" or "Decline" Admissions. "Accept" means that you are electing to enroll at CSUCI for fall 2018 and are responsible for completing the next two steps of the intent to enroll process by **Tuesday, May 1, 2018 at 11:59 p.m. Our offer of provisional admission will be withdrawn if you fail to complete all three steps by this deadline.**
- After accepting our offer of admission, a yellow triangle ▲ will appear at the bottom of your CI Records page and remain until your final transcript has been reviewed. Check your "To Do" list often (located on the right side of your CI Records page) for other enrollment requirements.

2 **STEP 2: CHOOSE A MANDATORY ORIENTATION SESSION BY MAY 1, 2018 at 11:59 P.M.**

- Once you have accepted our offer of admission (Step 1), follow the link to "Register for an Orientation Session." This will return you to "CI Records." Look for the link for "Orientation," which will be available to the left of your screen. Now you will be able to register for an orientation session this summer.
- Orientation is a mandatory, one-day program. You are required to attend the entire program. Only students who have fully participated in orientation are allowed to register for classes. For more information, visit the New Student Orientation website: go.csuci.edu/IVO.
- Please proceed to the final step (Step 3) in the intent to enroll process. Our offer of provisional admission will be withdrawn if you fail to complete all three steps by Tuesday, May 1, 2018 at 11:59 p.m. **This deadline may not be appealed.**

3 **STEP 3: PAY THE NON-REFUNDABLE ORIENTATION FEE OF \$50 BY MAY 1, 2018 at 11:59 P.M.**

IMPORTANT: Once paid, the orientation fee is **non-refundable** and may **not** be applied to a future term. This means **you will NOT receive a refund even if (a) you request to have our offer of admission (provisional or final) withdrawn at a later date or choose not to enroll; (b) our offer of provisional admission is withdrawn because you failed to meet an admission or enrollment requirement or deadline (including the transcript deadline); or (c) our offer of provisional admission is rescinded after reviewing your final transcript(s).**

Once you have registered for an orientation session, log back into myCI:

- Under My Links, click on "CI Records."
- In the Finance section of your Student Center under "Account Summary," you will see where the orientation fee has been posted.
- Click on "Make a Payment," then click on "Login to CashNet" to pay the required orientation fee by **Tuesday, May 1, 2018 at 11:59 p.m.**
- Once in CashNet, click on link for "Make a Payment" on the top menu bar.
- Click on "General Balance" and enter \$50 for the orientation fee in the "Amount" box.
- Click on "Add to shopping cart" and then on "Checkout." Follow prompts for entering method of payment.
- You can view detailed instructions for completing your online payment by visiting: www.csuci.edu/sbs/online-orientation-payment-process.pdf.

Deferment of the Orientation Fee

Students who filed a 2018-19 Free Application for Federal Student Aid (FAFSA) or the California Dream Act application on or before the **Friday, March 2, 2018 deadline** AND have an Estimated Family Contribution (EFC) of 4,000 or less will be considered for a deferment of the new student orientation fee. Deferment means that payment of the orientation fee will be charged to your fall semester's account. We are unable to grant a deferment until the results of your financial aid application (FAFSA or CA Dream Act) are shared with us. If a deferment is not granted, you must pay your orientation fee no later than **Tuesday, May 1, 2018 at 11:59 p.m.**

ADMISSION REQUIREMENTS - IMPORTANT REMINDER

Our offer of provisional admission was based on information you provided on your Cal State Apply admissions application. To maintain your admitted status and enroll, you must - - **by the conclusion of the spring 2018 term:**

- Complete a minimum of 60 transferable semester units (90 quarter units);
- Earn at least a 2.0 GPA in your transferable coursework;
- Be in good standing at the last institution attended; and
- Complete the "Golden Four" basic skills courses with a grade of "C-" or better:
 - A1. Oral Communication
 - A2. Written Communication
 - A3. Critical Thinking
 - B4. Mathematics/Quantitative Reasoning

IMPORTANT: Coursework taken in summer 2018 CANNOT be used to fulfill admission requirements for fall 2018.

NOTE: Students who earn a California Community College Transfer Associates Degree (SBI 440), also known as AA-T or AS-T, must send us a final, official transcript showing the degree as being "awarded" in order for the degree to be noted in their CSUCI records. **(An AA-T/AS-T is not required to be admitted to CSUCI.)** This should be done ASAP after earning your AA-T or AS-T. If you have not already done so, visit your community college admissions and records office and/or the transfer counseling center and request an AA-T/AS-T evaluation and verification.

IMPORTANT DATES AND DEADLINES

Sunday, Oct. 1, 2017

First day to submit applications for financial aid:

- Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov or
- California Dream Act at www.csac.ca.gov/dream_act.asp

Monday, Jan. 1, 2018

First day to submit a CSUCI scholarship application:

- CSU Channel Islands scholarships (access application through myCI).
- For more information, visit: go.csuci.edu/scholarships

Friday, March 2, 2018

Priority deadline to submit financial aid applications:

- [Free Application for Federal Student Aid \(FAFSA\)](#)
- [California Dream Act Application](#)
- [CSU Channel Islands scholarships](#)

Tuesday, May 1, 2018 at 11:59 p.m.

- **Deadline for provisionally admitted students to confirm their intent to enroll at CSUCI. Reserve a space for fall 2018 by completing the online 3-step Intent to Enroll process. (See the reverse side for further instructions.) This deadline may not be appealed.**

Monday, May 7, 2018

Priority deadline to submit your on-campus housing application, and deposit or fee deferral documentation through myCI. The link will be available 24-hours after submitting your Intent to Enroll. A \$50 non-refundable housing application fee and a \$1,500 deposit are required to secure on-campus housing. Deferrals are available for students receiving financial aid if they have an expected family contribution (EFC) of 4,000 or less and meet all document requirements by the deadline of Monday, May 7, 2018.

Steps to submit your housing application:

1. Log into your myCI. Under "myLinks", select the Student Housing link, then Application.
2. Select the term you are applying for under Term Selector: Academic Year (academic period admitted), then Save & Continue.

Transfers who submit their housing application by Monday, May 7, 2018 are guaranteed on-campus housing. Late applications will be placed on a wait list and offered accommodations on a space-available basis.

Thursday, May 31, 2018

Fall 2018 Financial Aid priority document deadline. Please refer to your "To Do" list for documents that are required.

Monday, July 2, 2018

Final transcript(s) with spring 2018 grades posted must be received by this deadline. Electronic transcripts are preferred. It is your responsibility to request official transcripts from all community colleges and/or universities attended and have them submitted by the deadline. No email or faxes are allowed. Our offer of provisional admission will be withdrawn if you fail to meet the transcript deadline. Please mail transcripts to:

**CSU Channel Islands
ATTN: Admissions
One University Drive
Camarillo, CA 93012**

- Deadline to submit Advanced Placement (AP) exam scores. If you took AP exams in high school or College Level Examination Program (CLEP) exams, you must request that your official scores be sent to us directly from the College Board by this deadline (unless you have already done so).

**AP/CLEP credit awarded from your transferring institution will not suffice. College Board archives scores taken 4 or more years ago, thus requiring additional processing time. Please plan accordingly.*

Note: If you have taken coursework from an institution outside of the United States, your transcript must be evaluated by a credentials evaluation service, such as International Education Research Foundation (IERF) at www.ierf.org. A detailed report is required.

Friday, July 13, 2018

Priority deadline to submit Residency Documents for students with a residency status of "Another State or U.S. Possession" or "Undetermined." Those who submit their documents after the deadline, or submit incomplete documents, may not have them processed for fall 2018 term. This may result in students being charged non-resident tuition for fall 2018. Please visit go.csuci.edu/CAresidency for more information.

Tuesday, Aug. 21, 2018

Fall 2018 Tuition/Fees payment deadline & payment deadline for on-campus housing room and board fees.

Immunization Requirements

Please check the [Student Health Services](#) website for current immunization requirements. Failure to comply will result in a hold being placed on your account, preventing you from registering for classes in the following semester.

For additional information, visit Student Health Services at go.csuci.edu/Immunizations.

Information provided is subject to change. For the most up-to-date information, visit: go.csuci.edu/admittedtransfers