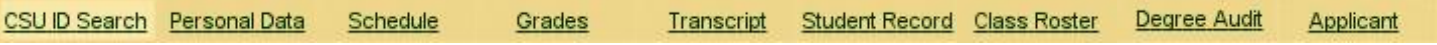

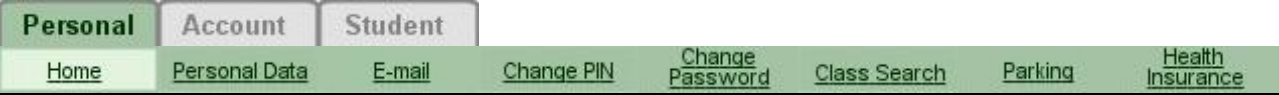

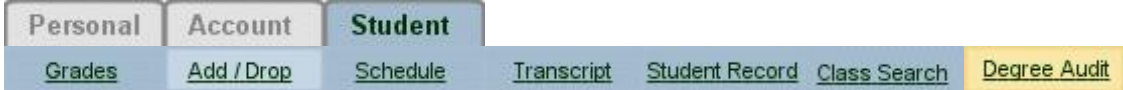
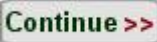




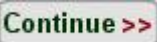



I want to...	You need to...
<b>Log into CampusNet</b>	...go to <a href="http://www.csuohio.edu">http://www.csuohio.edu</a> and click on “My CSU.” Then click on “Campus Net,” which is located under the “For Students” heading. ► Click “CampusNet Login” and enter your student ID number followed by your password.
<b>Obtain a New Password</b>	...call 216/687-5050 (the Information Systems and Technology (IS&T) Call Center).
<b>Check My Application Status</b>	...go to <a href="http://www.csuohio.edu/engagecsutransfer/engage/checkstatus.html">http://www.csuohio.edu/engagecsutransfer/engage/checkstatus.html</a> for step-by-step instructions 
<b>Find HELP for CampusNet</b>	...If you encounter difficulty at any time while using <i>CampusNet</i> , click on the  <a href="#">Help</a> icon (upper right hand side of page). You can also contact IS&T at 216/687-5050 for further assistance.
	
<b>Change my Address, Telephone Number, Viking PIN/C-Net Password</b>	...click on the first tab – “Personal” (top of page). ► Click on the appropriate category ( <a href="#">Personal Data</a> , <a href="#">E-mail</a> , <a href="#">Change PIN</a> , <a href="#">Change Password</a> ). Review the saved information and enter new/additional information to update your record.
<b>Buy a Parking Permit/ Buy Health Insurance</b>	...click on the first tab – “Personal” (top of page). ► Click specified item and information is outlined with links to websites for further detail.
	
<b>View a Summary of my Account</b>	...click on the second tab – “Account” (top of page). ► Click on “ <a href="#">View Account</a> .” From there, you can either select “View Items Due By Term” or “View Account Details.”
<b>Pay my Bill Using Electronic Check</b>	...click on the second tab – “Account” (top of page). ► Click on “ <a href="#">Make Payment</a> ,” select “Electronic Check” at the bottom of the page and follow the directions. NOTE: Only checks from personal checking accounts can be used. Credit card advance checks, brokerage account checks, business checks, equity lines of credits or any check marked “Do Not Use for ACH” cannot be used.
<b>Pay my Bill Using Credit Card</b>	...click on the second tab – “Account” (top of page). ► Click on “ <a href="#">Make Payment</a> ,” select “Credit Card” at the bottom of the page. ► You will be redirected to the CASHNet® SmartPay website to complete this transaction. ► Read the “Terms and Conditions,” accept them if you wish to continue and follow the directions to proceed. NOTE: Only MasterCard, Discover and American Express are accepted. There is a 2.9% charge for using the credit card service.

I want to...	You need to...
	
View my Grades	<p>...click on the third tab – “Student” (top of page).</p> <p>▶ Click on “<u>Grades</u>,” select the term for which you want to view your grades, and then click .</p>
Register/Add a Course	<p>...click on the third tab – “Student” (top of page).</p> <p>▶ Click on “<u>Add/Drop</u>,” and select the term for which you want to register or add a course.</p> <p>▶ Enter the class number for your course and then click  <a href="#">Add class to this schedule</a>.</p> <p>HINT: If you do not know the class number, you can use <a href="#">Quick Search</a> to find a class.</p> <p>▶ Once you have selected your courses, verify the class information. Be sure you have selected the courses, times, and locations you want.</p> <p>▶ When you are done verifying your course selections, click .</p> <p>▶ Successful processing of class selections returns the message, “<a href="#">You successfully added this course to your schedule</a>.” If the attempt is unsuccessful, you will receive a message informing you that an “<a href="#">Enrollment Error</a>” has occurred. If you receive an enrollment error, your class selection has <b>not</b> been added.</p> <p>HINT: Information on prerequisites and/or permission required to enroll is available by clicking on  the ‘details’ icon.</p>
Drop a Course	<p>...click on the third tab – “Student” (top of page).</p> <p>▶ Click on “<u>Add/Drop</u>” and select the term for which you want to drop a course.</p> <p>▶ Select the course you want to drop and then click  <a href="#">Drop</a>.</p>
View Degree Audit	<p>...click on the third tab – “Student” (top of page).</p> <p>▶ Enter your CSU ID number. Click on the most recent date for your Degree Audit. Press “Display All Requirements” button.</p>
View my Schedule	<p>...click on the third tab – “Student” (top of page).</p> <p>▶ Click on “<u>Schedule</u>,” select the semester for which you want to view your schedule, and then click .</p>
View my Unofficial Transcript and/or Order Official Transcripts	<p>...click on the third tab – “Student,” (top of page).</p> <p>▶ Click on “<u>Transcript</u>” and either select “<a href="#">Display Unofficial Transcript</a>” or one of the three options for ordering an official transcript.</p> <p>NOTE: When you select one of the options for ordering an official transcript, you will be redirected to the CSU Registrar’s webpage.</p>
View my Student Record	<p>...click on the third tab – “Student” (top of page).</p> <p>▶ Click on “<u>Student Record</u>.”</p>
Search for a Class	<p>...click on the first tab – “Personal” (top of page) or the third tab – “Student.”</p> <p>▶ Click on “<u>Class Search</u>,” fill in the term, select Undergraduate or Graduate, and click  to start searching.</p>