New/Returning Student Registration Instructions

SPRING 2015 ENROLLMENT DATES

Undergraduate Students
Phase Registration--
Phase I, may register for up to 16 units; Phase II begins March 13, 2015, may register up to 18 units.

Transfers/Returning Students who attend Orientation
Orientation date-April 14, 2015
All other Transfers/Returning Students
February 26, 2015-April 14, 2015

Graduate/Certificate/Credential Students
February 26, 2015-April 14, 2015

Online Registration Instructions via Golden Eagle Territory (GET) at https://get.calstatela.edu

Step 1
View the online University Catalog (http://ecatalog.calstatela.edu) and Schedule of Classes (http://www.calstatela.edu/classschedule/spring15.htm).

Step 2
Visit your academic major/program department for advisement, and use the Cal State L.A. University catalog, the Schedule of Classes, and the Schedule Planner tool on GET to develop a tentative class schedule.

Special notice for undergraduates: Transfer credit may take up to the end of your first term to reflect in GET. If you plan to take a class that requires a prerequisite that you completed at another institution, please contact the respective academic department before your enrollment date, and arrange to show proof that you completed the prerequisite course. If eligible, you will receive a permit to enroll in the class. For a list of academic departments, visit http://www.calstatela.edu/univ/directry/colleges.php. All phone numbers begin with the prefix (323) 34— and followed by the 5-digit extension #-#### (i.e., if the extension is 3-7438, the phone number is (323) 343-7438.)

Step 3
Pay your tuition and student fees at least three business days before you register through GET. Online payments may be made only via CashNET (https://commerce.cashnet.com/csulapay), and a nominal fee will apply. You may also submit your check/money order payment by U.S. mail, or in the Cashier’s Office drop box, Administration 128. Cash payments must be made in person, directly to the Cashier’s Office. For tuition and student fee information, please visit http://www.calstatela.edu/univ/sfinserv/feepay_spring_2015.php.

Step 4
Log-in to your GET (https://get.calstatela.edu) Student Center portal to view your enrollment appointment, to do list, and holds. To log-in, you will need your Campus Identification Number (CIN) and Personal Identification Number (PIN). For more information, visit https://get.calstatela.edu/GETHelp.htm. (NOTE: GET can only be accessed using an English language based web browser.)

It is your responsibility to regularly check your GET Student Center, and complete items as requested. You may register for classes beginning on the enrollment appointment date/time indicated. All active registration/enrollment holds must be cleared prior to registering for classes.

Special notice for undergraduates: After final academic records are reviewed, the Admissions Eligibility Verification hold will be updated. If it is released and no other hold appears, it means that your admission has been finalized, and you may proceed with enrolling in the University. Please allow up to two business days prior to your enrollment date for this process to be completed.

Step 5
HEALTH CLEARANCE: New students are required to provide the Student Health Center with proof of immunity to Measles/Rubella and Hepatitis B, and freedom from tuberculosis. For instructions, please refer to http://www.calstatela.edu/classschedule/pdf/spring_book/NewStudentImmunizationReqSpring2015.pdf.

Students will not be able to register for a second term until these requirements have been completed.

For assistance with GET, please call the GET HelpLine at (323) 343-7GET (7438) or (323) 343-6170.

Hours are Monday-Thursday, 8:00 a.m. – 6:00 p.m., Friday, 8:00 a.m. – 5:00 p.m.

Late registration and program adjustment for all new students – March 30, 2015-April 14, 2015.

(NOTE: In observance of Cesar Chavez Day, the University will be closed on Tuesday, March 31st.)