

AVOIDING ENROLLMENT CANCELATION

What is enrollment cancellation and why and how does it happen?

Every registered student has received an e-mail notifying them that payment for classes is due on Aug. 11. Those who have not paid by Aug. 11 will lose their enrollment in all classes, with the exception of those who are receiving financial aid or those who have established a payment plan with the [Cashier's Office](#). Students who are eligible for loan funds will not be subject to enrollment cancellation if they submit a loan application by Aug. 8 for preliminary loan eligibility review.

Enrollment cancellation is a necessary process. It happens so that students, who have enrolled in classes that they do not intend to take or pay for, are purged from the system to make room for other students who want to successfully complete their education at CSN.

I am not eligible to receive financial aid grants, but cannot afford to pay the entire tuition bill. How can I protect my enrollment from being cancelled on Aug. 11?

If you received notice that you are not eligible for a financial aid grant, you may apply for loans. Students who are eligible for loan funds will not be subject to enrollment cancellation if they submit a loan application by Aug. 8 for preliminary loan eligibility review to [Student Financial Services](#).

You may also establish a payment plan with the [Cashier's Office](#) to protect your enrollment.

How do I establish a payment plan?

Contact the [Cashier's Office](#). A payment plan requires a first payment covering one-third of the tuition and all of the student fees. Additional payments until the sum of your bill has been paid are required at later dates.

I will receive financial aid. How do I know if my enrollment will be protected from cancellation on the Aug. 11 bill due date?

If you receive financial aid, including loans or grants, [Student Financial Services](#) will place a hold on your account so that you will not lose your classes on or after Aug. 11. Student award notifications will go out Aug. 8. Notifications will be e-mailed to students in batches over the course of several days and will be available for you to view immediately in your MyCSN Communication Center after Aug. 5. If you receive a notification of an award, you will not lose your enrollment on the Aug. 11 bill due date.

If you have received notice that you are eligible for a student loan through your MyCSN To-Do List, then you will also not lose your enrollment status.

Please understand that being held in classes by Student Financial Services does not guarantee financial aid payment. If further review should determine that you are not eligible for financial aid, you will be financially responsible for the accrued enrollment cost.

I was purged from my classes on Aug. 11, when can I re-register? Following the Aug. 11 payment due date, you will not be able to register for classes until 12:01 a.m. on Aug. 15 while the system cancels the enrollment for students, who have not yet paid. It is important that if you enroll in a class on or after Aug. 15 that you pay for it the same day you registered for the class.

Demand for classes often exceeds capacity. Please note the wait to register in person at CSN campuses on and after Aug. 15 can be significant. In addition, attempts to enroll online on and after Aug. 15 can also require waiting if user demand exceeds the capacity of the enrollment system.

NOTE FOR STUDENTS WHO PLAN TO REGISTER FOR CLASSES ON OR AFTER AUG. 15: You may register anew for classes on or after Aug. 15, but remember that you must pay for every class you register that same day or you will lose your enrollment in **ALL** of the classes for which you have registered this fall.

It is important that if you enroll in a class on or after Aug. 15 that you pay for it the same day you registered for the class.

This applies to students who have established a payment plan. You must pay the difference of the new class or you will lose ALL of your classes for which you have previously enrolled.

This does not apply to those students who are receiving financial aid. SFS will continue to hold your classes for you until the first disbursement date.