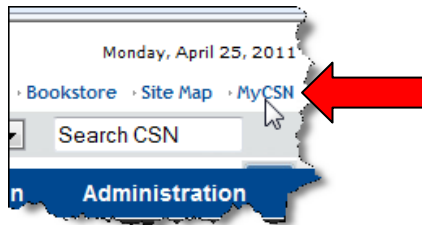


WHEN IS YOUR ENROLLMENT DATE?

1. Log on by clicking on **MyCSN** link:



Or



2. Log on with your MyCSN student id number and password which was sent to you via e-mail or regular mail this past month (Spring 2011). It is a 10 digit number. Click **Sign In** button or just press the **ENTER** key.

A screenshot of the "Signon" page. It has two input fields: "NSHE ID:" with the value "0123456789" and "Password:" with masked characters. There are links for "What is my NSHE ID?" and "What is my Password?". A yellow "Sign In" button is highlighted with a red arrow. Below the button is a link for "Forgot your password?".

Student ID number is **NOT**
your old C000123456

3. Click on **Enter MyCSN Student Center**

A screenshot of the "Enter the MyCSN Student Center" page. It features a button labeled "Enter MyCSN Student Center" with a red arrow pointing to it. Below the button is a section titled "Student Center Information" which contains a list of services: "Searching and registering for classes", "Accessing your grades", "Viewing your class schedule", "Paying for classes and balances owed", "Viewing financial details such as Grant-in-Aid, waivers, and payments", "Viewing Financial Aid awards", "Reviewing holds and notices", "Updating personal information", "Viewing transfer credits and degree audit", and "Downloading unofficial transcripts".

4. On the Right Side Panel, in the **Enrollment Dates** panel, click on **details** link:

Susana's Student Center

The screenshot shows the 'Susana's Student Center' interface. On the right side, there is a vertical menu with several panels: 'Communication Center', 'Holds', 'To Do List', and 'Enrollment Dates'. The 'Enrollment Dates' panel is expanded and contains the following text: 'Enrollment Appointment You may begin enrolling for the 2012 Spring Regular Academic session on November 21, 2011.' At the bottom right of this panel, there is a 'details' link with a right-pointing arrow. A large red arrow points from the right towards this 'details' link.

5. You will see this panel:
In this example, student can enroll Nov. 21 at 3:00 pm

Note: If you need to change the date, click on the **Change Term** button.

This screenshot shows the 'Enrollment Dates' panel. At the top, there are tabs for 'Search', 'Plan', 'Enroll', and 'My Academics'. Below the tabs are buttons for 'my class schedule', 'add', 'drop', 'edit', and 'term informa'. The main heading is 'Enrollment Dates'. Below this, there is a message: 'To view appointments and enrollment dates for another term, select the term and click Change.' A red circle highlights this message. Below the message, the current term is displayed as '2012 Spring | Undergraduate | College of Southern Nevada' with a green 'change term' button to its right. A red arrow points from the right towards this button. Below the term information is a table titled 'Enrollment Appointments'.

Session	Appointment Begins	Appointment Ends	Max Total Units	Max No GPA Units	Max Audit Units	Max Wait List Units
Regular Academic	November 21, 2011 3:00PM	November 27, 2011 11:59PM	19.00	19.00	19.00	
Dynamic Dated	November 21, 2011 3:00PM	November 27, 2011 11:59PM	19.00	19.00	19.00	

Below the appointments table is another table titled 'Open Enrollment Dates by Session'.

Session	Begins On	Last Date to Enroll
Regular Academic	November 28, 2011	February 10, 2012
Dynamic Dated	November 28, 2011	February 10, 2012

A red arrow points from the left towards the 'Regular Academic' row in the 'Enrollment Appointments' table.

6. To log out, click **Sign out** link located on the top right hand corner of the screen:

