Viewing Your Personal Information In Your MyCSN Account

1. Before accessing your MyCSN student account, make sure you validate your account and register your password.
   a. To validate your account:
      i. [Click here validate your CSN student account]
      ii. Click on the [Account Validation] link
      iii. Enter your NSHE ID (ten-digit number) and last name as it appears on your CSN admissions email.
      iv. Enter your Personal Identification Number (PIN). It is the last four digits of your social security number (SSN). If you did not provide your SSN on your admissions application, enter 9999.
   b. To register your password:
      i. [Click here to register your password]
      ii. Click on the [Reset Password] link
      iii. Click on [Password Registration]
      iv. Follow the on screen prompts to register your password
   c. If you encounter any issues validating your account or registering your password, call (702) 651-5555.

2. After validating your student account and registering your password, log on to [https://go.csn.edu/LoginPolicy.jsp]

3. Click on the MyCSN tile.
4. If required, enter your login credentials again.

5. Click on the **MyCSN Student Center** hyperlink.

6. The **Personal Information** area toward the bottom of the screen. Select any of the hyperlinks in the **Personal Information** area.
7. From here, you can to the following:
   a. View Only
      i. Personal Information > Names tab
      ii. Personal Information > Demographic information tab
   b. Edit
      i. Personal Information > Address tab
      ii. Personal Information > Phone numbers tab
      iii. Personal Information > Email addresses tab
      iv. Personal Information > Emergency contacts tab
      v. Personal Information > Ethnicity tab
      vi. Security > Personal identification number tab
      vii. Security > FERPA restrictions tab