

# Registration Process

## Program Planning and Registration

Freshmen should plan their programs early, beginning, when practical, with the selection of a major. Degree requirements in each major are listed under the appropriate department. Major information sheets are available for most of our majors. If you are undecided about a major, indicate *Undeclared* on the appropriate forms until a definite decision is reached. For general information, see *Degree Requirements*, page 82.

Depending on the major department's procedure, an academic adviser is assigned to each student, or selected by the student. Undeclared majors are advised by the Office of Advising Services.

It is recommended that all students meet with a faculty adviser once each semester before registering for classes. A faculty adviser assists the student in planning an academic program, but the primary responsibility for meeting all graduation requirements is the student's.

## Recommended Preparation

**Freshmen.** Overall excellence of performance in high school subjects and evidence of academic potential provide the basis for admission at California State University, Fresno.

Since certain academic majors require high school preparation in definite subjects, the student should consult the requirements indicated in the field of his or her choice.

In university majors, such as engineering, natural science, mathematics, social science and humanities, a maximum number of high school credits should be obtained in appropriate preparatory subjects.

**Transfer Students.** Students intending to transfer to California State University, Fresno should plan their programs while attending other colleges to meet our General Education and major degree requirements. Students transferring from a California community college should complete as many of the CSU General Education requirements of that college as possible while keeping in mind that a maximum of 70 transferable units is allowed from two-year institutions



(community/junior colleges). A General Education Certification (requested only from California public community/junior colleges and California State University campuses) should be sent to California State University, Fresno along with the final transcripts. Earning an A.A. or A.S. degree does not necessarily mean one has fulfilled CSU admission and/or General Education requirements.

After admission to California State University, Fresno, transfer students with a declared major, entering with 40 or more units will receive a copy of their advanced standing evaluation, indicating how previous college units have been applied toward degree requirements at California State University, Fresno. Questions about one's evaluation should be directed to the student's adviser or the Evaluations Office. It is recommended that transfer students bring with them an unofficial copy of all previous college transcripts and their CSU General Education Certification when attending New Student Orientation and Advising Day to ensure accurate advising.

The California Articulation Number (CAN) identifies some of the transferable, lower-division, introductory (preparatory) courses commonly taught on California college campuses. The system assures students that CAN courses on one participating campus will be

accepted "in lieu of" the comparable CAN course on another participating campus. For example: CAN ECON 2 on one campus will be accepted for CAN ECON 2 on every other participating campus. Each campus retains its own numbering system, but adds the CAN designation parenthetically in its publications. In this catalog, the CAN is listed parenthetically at the end of the course description.

It is expected that most campuses throughout the state will qualify courses to use the California Articulation Numbers. Check with academic advising offices or articulation officers for current listings of CAN courses and campuses participating in the CAN system. A *CAN Catalog* listing campuses and courses is published biannually.

## Registration

Registration is open to new and returning students who have been admitted and to continuing students in good standing. Former California State University, Fresno students returning after an absence of one semester or more must apply for readmission, subject to university enrollment limitations and filing deadlines. Students who are returning after an absence of two semesters or more, and those who have been absent one semester and who have attended another institution since last registered at California State University, Fresno are required to pay the \$55 application fee when applying. The *Academic Calendar* lists dates of registration.

*Registration is complete only when all class selection through Student Telephone Assisted Registration (STAR) is finalized and all fees are paid.* Payment of the initial registration fee is not allowed after the end of the first week of instruction. See the *Academic Calendar* for all deadline dates.

Registration priority for all students is determined by the number of academic units completed with limited exceptions. After a priority group is processed, then first-time freshmen register, followed by students with the highest number of completed units.

Registration in courses offered by some schools or departments may be restricted