

## Registration

Registration is open to new and returning students who have been admitted and to eligible continuing students in good standing. A continuing student is eligible to register for two subsequent semesters if he/she was enrolled by the eleventh day of instruction and had paid registration fees for the previous semester. Therefore, a continuing student can "stop out" for one semester and still maintain registration eligibility and priority without the need to reapply for admission or without the need to request and educational leave of absence. Students must make progress toward fulfillment of degree requirements to remain in good standing. Students who enroll and withdraw and do not complete coursework for two or more consecutive semesters may lose their continuing student status. Former California State University, Fresno students returning after an absence of two or more semesters must apply for readmission, subject to university enrollment limitations and filing deadlines, and they 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 registration is finalized and all fees are paid.** See the Academic Calendar for all deadline dates.

Registration appointment date and time for all students is determined by the number of academic units completed with limited exceptions. After a priority group is processed, then assignments are made based on the highest number of completed units.

Registration in courses offered by some colleges/schools or departments may be restricted to students officially enrolled in certain majors and/or class levels. It is essential that each student's current major be correctly recorded in the university's records. Failure to do so may result in enrollment difficulties. It is the student's responsibility to be sure his or her major is correct. Undergraduate major changes can be made at the Admissions/Records service windows, Joyal Administration Building, North Lobby; postbaccalaureate and graduate changes at the Division of Graduate Studies Office.

**Class Schedule.** The Class Schedule is available online each semester with registration procedures, courses offered, class hours and locations, and other important deadlines and updated policy changes as applicable. The schedule is available at [my.fresnostate.edu](http://my.fresnostate.edu).

**Full-time/Part-time Students.** Students taking at least 75 percent of the normal academic load are considered full-time students. Since the normal academic load is 15 semester hours, students carrying 12 or more semester hours are full-time students. For purposes of financial aid, graduate (200-level) courses are weighted for graduate students. Each graduate unit attempted by a graduate student is considered as 1.5 units.

Full-time (12 or more units)

Three-quarter time (9 to 11.5 units)

Half-time (6 to 8.5 units)

**Veterans Certification.** The Registrars Office acts as liaison to the Veterans Administration, the State Department of Veterans Affairs, and other related agencies for veterans, dependents, or reservists eligible to receive educational benefits. A student may obtain information and assistance regarding certification of benefits, V.A. Work Study, advance pay, and processing of tutorial assistance paperwork by visiting the Admissions and Records Office, North Lobby, Joyal Administration Building, Room 121, or by calling 559.278.7030.

**Concurrent Registration at a Non-CSU College or University.** While enrolled at California State University, Fresno, students may enroll for additional courses at another institution outside the CSU system. The courseload in the combined enrollment program may not exceed the maximum unit load restrictions for California State University, Fresno.

**Concurrent Registration at Another CSU Campus.** A continuing undergraduate student who has completed a minimum of one semester of 12 units on the Fresno campus and is in good standing with a grade point average of 2.0 or better in all work completed at Fresno State; or a graduate student who has been and is in an authorized graduate program in good standing may enroll concurrently at another CSU campus without any additional fees. Complete information is available in the Office of the Registrar.

**Visitor Registration at Another CSU Campus.** A continuing undergraduate student who has completed a minimum of one semester of 12 units and has attained a grade point average of 2.0 or better in all work completed at Fresno State, or a continuing graduate student who has completed one semester and is admitted to an authorized graduate program, may register and pay fees at another CSU campus for one semester without applying for admission to that campus. Complete information is available in the Office of the Registrar.

**Excess Unit/Enrollment Restrictions Undergraduate.** Undergraduate students are cautioned against registering for more than 18 units without consulting with an adviser, since more than 18 units is generally considered to be an academic overload. A limit of 16 units applies to graduate students. See the *Class Schedule* for details.