Register/Enroll in Early Start Classes Beginning July 6

1) Log into your Chico State Portal account at [http://portal.csuchico.edu](http://portal.csuchico.edu)

2) Click the **Student Center** link, **Admissions**, and then **Early Start Program** (right).

3) On the Early Start Program Page (below), click the **Enroll in Early Start Program** button.

4) You’ll see one of the **Financial Aid Waiver messages** below. Click **OK** to acknowledge.
5) Enter the four-digit **Class Number** (1229 for English or 1230 for Math) and click **Enter**.

6) On the **Select classes to add – Enrollment Preferences** screen, review the details of the class. If this is the correct class, click the **Next** button. Otherwise click **Cancel** and repeat step 5, making sure you entered the correct class number.

1) Your class is now in your shopping cart on the **Select Classes to Add** screen. If you need to register for another class, enter the **Class Number**, click **Enter**, repeat steps 6–8 then click the “**Proceed to Step 2 of 3**” button.
2) Confirm Classes/Finish Enrolling: If all looks correct, click the “Finish Enrolling” button.

3) The FA Waiver message will display again. Click OK.

4) On the View Results screen, if you see a green check mark next to your classes your registration is complete. If you see a red x, you likely chose a class that you are not required to take. Refer to your Early Start requirement on your Program Page or contact the Admissions Office.
Pay Early Start Fees

If you need to make a fee payment, select Financials and then What I Owe from your Dashboard menu:

The amount you owe for your Early Start Class(es), after your enrollment confirmation deposit and/or fee waiver has been applied, will appear as the Total Due. Click Make A Payment

You’ll be taken to Cashnet, the campus payment system. Log in, click Make a Payment in the left menu, then click General Student payment. Enter your amount due and proceed to enter your payment information.
Drop a Class

Navigate to your Dashboard, click Enrollment then Drop Classes. Make sure you are on Summer Term and the correct course is displaying. Click the checkbox next to the STATUS column and then click Drop. Please note, RCE cannot drop you from these courses. You must drop yourself.

A message will come up and if correct, click Drop.

You’ll receive a Drop Results confirmation message. Click OK to finish.