

Registration

Course registration occurs in MyCSU. See instructions below.

Please see your academic advisor well before your registration day and time. Advisors will not be able to accommodate all students during the few days of current student registration. Advising holds will prevent you from registering, so please see your advisor early so you have the best chance of registering for the courses you desire.

Advising Information

You must see your advisor before you register. Please refer to the [calendar](#) for the dates for Advisement Week.

- Contact your assigned academic advisor for advisement times and information. [Who is my advisor?](#)
- Your advisor will remove an advising hold during the advising session.
- Your advisor will provide information on programs of study, answer questions and assist you in planning your schedule.
- Review the [registration abbreviation guide](#).
- Track your degree progress on Degree Works.

Courses offered each semester can be found on the [Class Schedules](#) page.

eCore registration

Students should read carefully the information found on [CSU's eCore website](#) to be certain eCore learning is right for them and to understand the policies related to eCore courses.

[Tuition and fees](#) must be paid by the Fee Payment Deadline or your classes will be dropped. This includes any remaining portion of your bill not covered by grants, loans or scholarships.

If you decide not to attend CSU prior to the start of the semester for which you have registered, you must drop all courses in MyCSU.

If you drop a course prior to the start of the semester or during the posted drop/add period you *may* be entitled to a 100% refund. There is no refund for courses withdrawn after the posted drop/add period. Students withdrawing from CSU completely, *may* be entitled to a refund. Please review the [Pro Rata Refund Schedule](#).

Please review the [Withdrawal Policies](#) and [Withdrawal Deadlines](#) for more information.

Class schedules, policies, procedures are subject to change.

The information set forth in this Registration Information Web site is not to be regarded as an irrevocable contract between the student and the institution. Columbus State University reserves the right to change any fees, charges, rules, courses, sections, etc. as stated on this Web site.

How to Register for Class(es)

1. Log into [MyCSU](#)
2. Select "Students" Page on top navigation
3. Under the "Class Schedule" section click "Course Registration" button
4. Click "Register for Classes"
5. Select a Term
6. Search and Select your Class(es)
7. Click Submit

How to Print a Schedule

- You can find your class schedule in MyCSU
- Click "Students" in the top navigation
- Your schedule will be found under the "Class Schedule" section

MyCSU, Forms Tab, Registrar Category

Use the Registration Request-Closed/Late/PreReq form to request registration for:

1. A class that has already started
2. A class for which you receive a pre-requisite /test score error
3. A class that is full.

Use the Overload Request form to:

1. Request to take more than the maximum allowed credits in a semester.