



WELCOME TO CINCINNATI STATE

CState is committed to your success. We encourage you to complete these activities prior to your first semester.

- ☐ **Activate Your MyCState Username and Create Your Password.**
At cincinnati.state.edu click on "Current Students," then click "MyCState" (used to access MyServices/Starfish/Blackboard/Email and all other college related activities). Click "Need Help" and follow the prompts to look up your username and reset a password. Memorize your username, password, as well as your CState student ID number.

- ☐ **Complete Your Online New Student Orientation.**
Log into MyCState and click on the "New Student Orientation" tab to get started. Once finished, a "Certificate of Completion" will be emailed to you.

- ☐ **Check Your Cincinnati State SurgeMail Account.**
Check your Cincinnati State email account every day! Log into MyCState and click on "SurgeMail."

- ☐ **Set Up Your Starfish Profile.**
Log into MyCState and click on the "Starfish" tab and then "Profile" (located in the Starfish menu).

- ☐ **Schedule Your Advising Appointment Using Starfish.**
Go directly to your "Starfish Success Network," or contact your academic division to schedule an advising appointment.

- ☐ **Register for Classes.** After you meet with your academic advisor, register for classes online (using MyServices). If you have questions, contact Registration at 513.569.1522, registrarooffice@cincinnati.state.edu, or visit ATLC 105.

- ☐ **Review Your Registration Statement** (located in MyServices).
Verify your class schedule, tuition, financial aid, and payment information.

- ☐ **Check the Status of Your Financial Aid.**
From MyServices select "My Financial Aid Documents." If you have questions, contact Financial Aid at 513.569.1530, fam@cincinnati.state.edu, or visit ATLC 105.

- ☐ **Laptop or Wifi Needs?**
Request loaner equipment needs via MyServices.

- ☐ **Pick Up Your Surge Card (Student ID).**
Have your photo taken and pick up your Surge Card in the Student Activities Office (ATLC 204). You can also request a Surge Card through MyCState. Click on the "Online Surge Card Office" tab and sign up.

- ☐ **Explore Your Transportation Options.**
Order your parking pass within your MyServices account. There is no charge for parking at the Harrison or Middletown Campuses. Metro Discount cards can be ordered via MyServices.

- ☐ **"Walk Your Schedule."**
Take time to locate the rooms where each of your classes meet, and review the days and times, so you'll be all set for your first day!

- ☐ **Purchase or Rent Your Textbooks.**
Your registration statement includes a link to the required textbooks for each course. Visit the Bookstore in person on Clifton Campus (ATLC 134) or online.

- ☐ **Pay Your Tuition and Fees.**
You can pay online within your MyServices account, and a payment plan is available. See your registration statement and visit www.cincinnati.state.edu/bursar for more information.