



WELCOME TO CINCINNATI STATE

Follow these steps to get
a successful start to the
fall semester.

Activate Your MyCState Username and Create Your Password

At cincinnati.state.edu click on "Current Students," then click "MYCSTATE" (used to access Self-Service, Starfish, Blackboard, Email and all other college related activities). Call the IT help desk at (513) 569-1234 option #1 for password assistance. 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, be sure to submit, and a "Certificate of Completion" will be emailed to your SurgeMail account.

Check Your Cincinnati State SurgeMail Account.

Check your Cincinnati State email 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.



Learn to use Self-Service



Register for Classes

After you meet with your academic advisor, register for classes in Self-Service and click on “Student Planning”. If you have questions, contact Registration at (513) 569-1522, registrarooffice@cincinnatiastate.edu, or visit ATLC 105.

Check the Status of Your Financial Aid

Within Self-Service, select “Financial Aid” to review and submit documents. Contact Financial Aid at (513) 569-1530, fam@cincinnatiastate.edu, or visit ATLC 105 with questions.

Laptop Needs

Request loaner equipment needs via MYCSTATE eforms. Select and submit the “Student Technology Loaner Program” eform.

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 online through MYCSTATE. Click on the “Online Surge Card Office” tab to access the form.

Explore Your Transportation Options

Order your parking pass within Self-Service and click on “Student Finance”. Visit cincinnatiastate.edu/metro for details.

Walk Your Schedule

Take time to locate your classrooms prior to the first day of the semester. Download your schedule to your phone by going to Self-Service, Student Planning, Plan & Schedule and click on “Save to iCal”, or “Print”.

Purchase or Rent Your Textbooks

Visit the Bookstore in person on Clifton Campus (ATLC 134) or online at cincinnatiastate.edu/bookstore. Enter your CState student ID number to get a list of your required textbooks for each class.

Pay Your Tuition and Fees

You can pay online within Self-Service and Student Finance, and a payment plan is available. Visit cincinnatiastate.edu/bursar for more information.