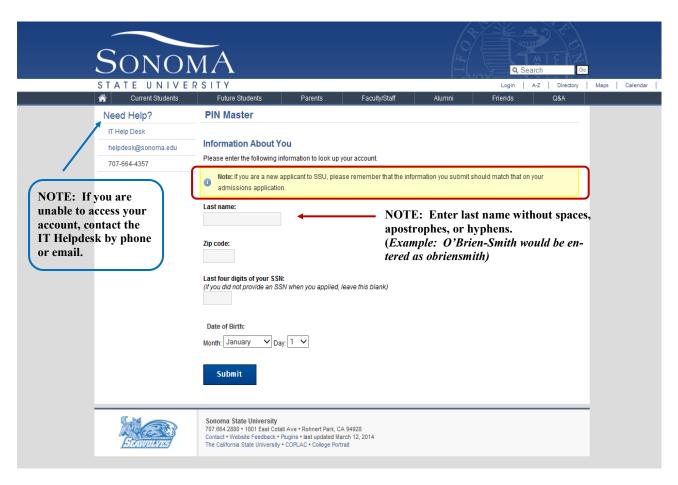
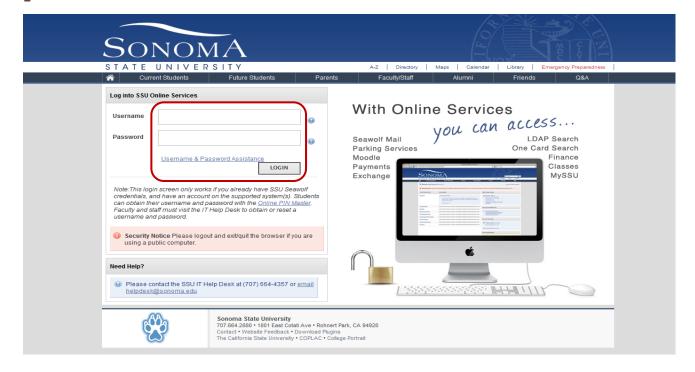
### **Instructions for Newly Admitted Transfer Students**

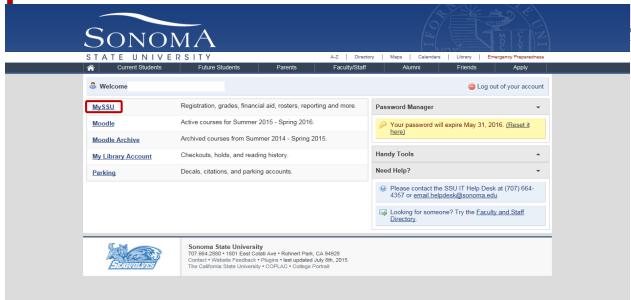
Step 1: Create your password and obtain your user name. If you are a returning user and have already activated your account proceed to step 2.



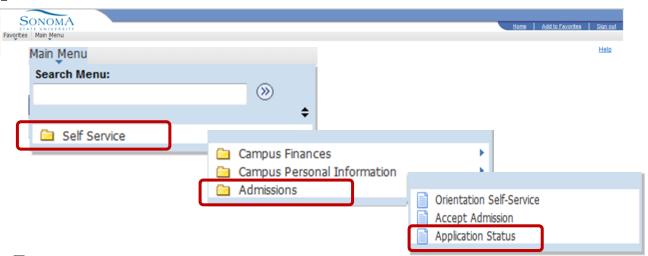
**Step 2:** Sign in using your Seawolf ID and Password.



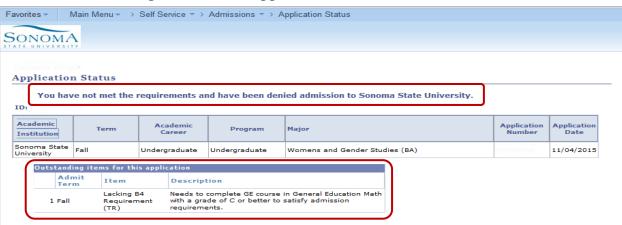
Step 3: Click on MySSU.



### **Step 4:** Click on "Application Status"



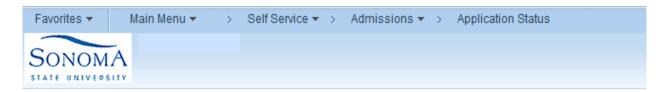
# **Step 5a:** If you have been DENIED admission, the reasons will be listed under the section "Outstanding items for this application".



Step 55: If you have been ADMITTED, verify that your application is complete and click on "Accept/Decline Admission".

worites ▼   Main Menu ▼ > Self Service ▼ > Admissions ▼ > Application Status							
n Status							
ulations you h	ave heen admit	ted to Sonoma St	ate University!				
aidtions, you ii	ave been dame	ted to Bolloma Be	ate officersity.				
Term	Academic	Program	Major	Application	Application Date		
	Career			Humber	Date		
Spring 2018	Undergraduate	Undergraduate	History (BA)	00263249	10/02/2015		
Accept/Decline Admission							
	n Status ulations, you h	n Status ulations, you have been admit  Term Academic Career	Term Academic Program  Spring 2018 Undergraduate Undergraduate	n Status  ulations, you have been admitted to Sonoma State University!  Term Academic Program Major	Term Academic Career Program Major Application Number  Spring 2018 Undergraduate Undergraduate History (BA)		

### **Step 6:** If you are ready to pay your Enrollment Reservation Deposit and required Orientation fee, click on "Accept/Decline".



### Accept Admission

#### ID:

Congratulations! Sonoma State University is pleased to offer you admission to the upcoming term. To accept this offer of admission click on the ACCEPT/DECLINE link.

For instructions go to:

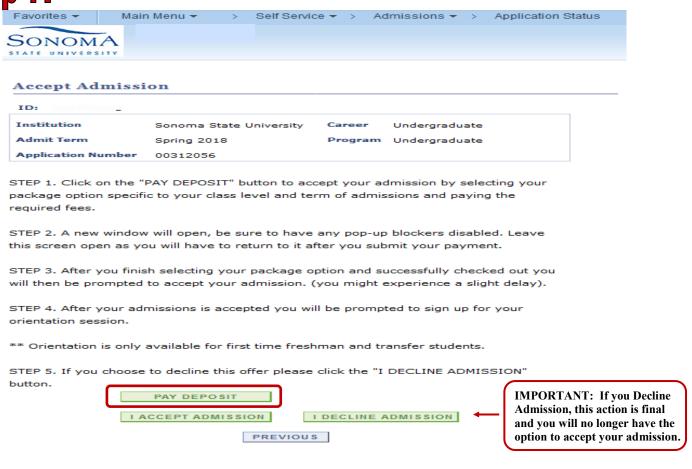
http://admissions.sonoma.edu/i-have-applied/track-your-application-status-

\*\*\*If you cannot pay your deposit online go to the "Stay On Track Timeline" for further details:

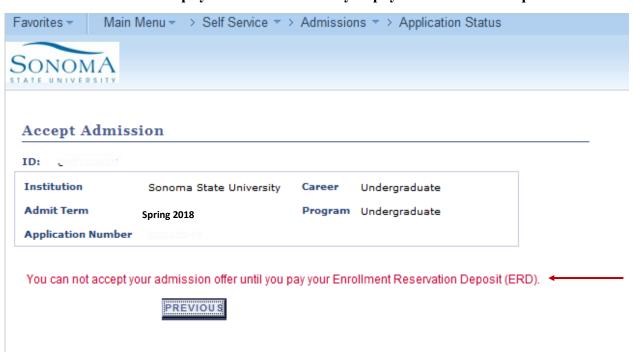
http://admissions.sonoma.edu/stay-on-track

	Academic Institution	Term	Academic Career	Program	Major	Application Number	ACCEPT/DECLINE
St	onoma ate niversity	Spring 2018	Undergraduate	Undergraduate	Pre-Business Administration	00312056	ACCEPT/DECLINE

### Step 7: Click on "Pay Deposit" to make your deposit payment.



### You cannot accept your admission until you pay the enrollment deposit.



### Click on "Click here to make a payment".

**Seawolf Online Payment Site** 

help

sign out

basket

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

vour account

Your Account Current Balance \$0.00 Click here to make a payment Zero or credit balances are not

**Your Recent Payments** View All <u>View</u>

**Guest Username** 

**Add New** 

You currently have no Guest Usernames set up.

Students, please direct your Guest to log in at the below web address:

https://commerce.cashnet.com/sonomapay

e-Bills

view e-Bills

No recent bills for your account.

make payment

Saved Payment Accounts

**Add New** 

View All

You have no saved payment methods

SSU Home Page

Click on "Newly Admitted Student Payments".

vour account

view e-Bills

help

Seawolf Online Payment Site

Your account does not currently have any outstanding charges.

You may select the following items:

**Newly Admitted Student Payments** 

WolfBucks
Add WolfBucks to your Seawolf Card

WEPT Test Fee

This item should only be purchased if you are taking the WEPT

Meal Plans - Fall 2017

Not applicable to first time freshmen living on campus

Helpful Links: <u>How to Make a Payment | Payment FAQ | Housing Rate Schedule | Student Charges/Fees | Culinary Services</u>

Beginning July 1, 2017, payments on student accounts made online by credit/debit card will be charged a 2.75% non-refundable service fee by our third party provider, CASHNet® SmartPay. There are several simple options for students to avoid this fee. Student fees paid by financial aid will not be impacted by this change. For additional information, visit <u>Credit Card Service Fee FAQ</u>.

Step 9b:

Select the appropriate admission term. Please only select the Enrollment Reservation Deposit package that corresponds with the term in which you were offered and accepting your admission. If you have any questions, contact the Office of Admissions at 707-664-2778.



#### **HOME** » NEWLY ADMITTED STUDENT PAYMENTS

You may select the following items:

#### Newly Admitted Students - Fall 2017

Please only select the Enrollment Reservation Deposit package that corresponds with the term in which you were offered and accepting your admission. The packages are also class level specific. If you have any questions please contact the Office of Admissions at 707-664-2778.

#### Newly Admitted Students - Spring 2018

Please only select the Enrollment Reservation Deposit package that corresponds with the term in which you were offered and accepting your admission. The packages are also class level specific. If you have any questions please contact the Office of Admissions at 707-664-2778.

Helpful Links: How to Make a Payment | Payment FAQ | Housing Rate Schedule | Student Charges/Fees | Culinary Services

Step 10: Click on desired package. Be sure to read package information carefully before making your selection.





your account view e-Bills make payment basket help sign out

### **Seawolf Online Payment Site**

#### HOME » NEWLY ADMITTED STUDENT PAYMENTS » NEWLY ADMITTED STUDENTS - SPRING 2018

#### Package 4 - Spring 2018 Transfer Student

This package only includes a space with the University (Enrollment Reservation Deposit) and a space for the Mandatory Orientation (which MUST be selected through the Orientation Self-Service Module)

\*\*\*DO NOT purchase this item if you are an EOP Student or applied to EOP. Please contact the EOP Office at (707) 664-2427 or at eop@sonoma.edu with regards to paying your Enrollment Reservation, mandatory Orientation, Campus Housing Down Payment, and attending the EOP Orientation. After December 15, 2017, you should make your payment since waiting for a response from the EOP Office may cause you to miss the Enrollment Reservation and required Orientation Deposit deadline.

\*\*\*Only continue with this purchase if you are a Spring 2018 Transfer Student.

By purchasing this package, you are agreeing to enroll at SSU and participate in the mandatory Orientation program.

The item you are purchasing includes:

\*Enrollment Reservation: \$200

\*Required Orientation Deposit: \$35

#### ORIENTATION RESERVATION:

You MUST log into MySSU to reserve your seat at a transfer orientation session. For more information, please visit: <a href="http://www.sonoma.edu/aa/us/orientation">http://www.sonoma.edu/aa/us/orientation</a>.

\*\*Refund Information: If you change your mind about attending Sonoma State University, you must notify the University in writing in order to receive a refund. The Enrollment Reservation and Campus Housing Down Payment are 50% refundable if requested in writing by December 15, 2017; non-refundable thereafter. NOTE: The Orientation Fee is 50% refundable until December 15, 2017 ONLY if requested in writing prior to your selected orientation date. The fee is non-refundable if the orientation date you signed up for has passed, you attended the session, OR an orientation refund is requested after December 15, 2017. Email your refund request to seawolf.servicecenter@sonoma.edu.

By selecting "Yes, I Agree" below, you agree to the preceding cancellation terms outlined in Refund Information section and also agree that you are authorized to use any payment method you utilize.

\*Agree to Cancellation Terms & <Select> V
Use of Valid Payment:

Price: \$235.00

To pay for this item, click the button below.

Add to Basket

your account view e-Bills make payment basket help sign out



### **Seawolf Online Payment Site**

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

Item Code Package 5 - Fall 2017 Transfer Student Agree to Cancellation Terms & Use of Valid Payment: Yes, I Agree	Edit Item	Delete  Delete Item	<b>Amount</b> \$535.00
		Total Amount	\$535.00
Make More Payments			Checkout

### Step 13: Select Method of Payment then click on "Continue Checkout".

your account view e-Bills make payment basket help sign out



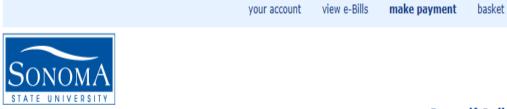
### Seawolf Online Payment Site

### Select Method of Payment

# New Payment Methods © Enter new credit card information. Center new electronic check information. BUY WITH Master Pass Continue Checkout



### Enter your payment information and click on "Continue Checkout".



### Seawolf Online Payment Site

help

sign out

MISCHA VASGIRD

The CSU makes every effort to keep student costs to a minimum. Fees listed in published schedules or student accounts may need to be increased when public funding is inadequate. Therefore, CSU must reserve the right, even after fees are initially charged or initial fee payments are made, to increase or modify any listed fees. All listed fees, other than mandatory systemwide fees, are subject to change without notice, until the date when instruction for a particular semester or quarter has begun. All CSU listed fees should be regarded as estimates that are subject to change upon approval by the Board of Trustees, the Chancellor, or the Presidents, as appropriate. Changes in mandatory systemwide fees will be made in accordance with the requirements of the Working Families Student Fee Transparency and Accountability Act (Sections 66028 - 66028.6 of the Education Code).

Credit Card Number		*
Expiration Month	Select Month 🗸 *	CONTENIOUS DISCOVER MasterCard  Novus  MasterCard
Expiration Year	Select Year ∨ *	We accept:
Cardholder Name		*
Address		* Enter the address where you receive the bill for this card.
City		*
State/Province/Region		*
Zip/Postal Code		*
Country	United States	V
Card ID Code		* Enter the three or four digit code from your card. Help
Email Address		Your receipt will be sent to the address you enter here.

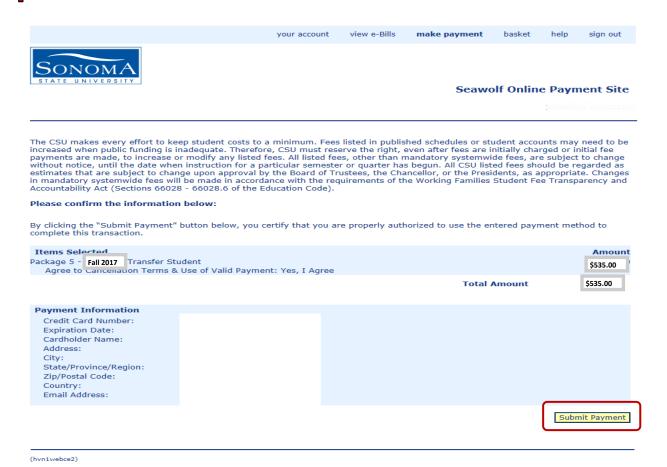
(Optional) Please provide a name for this payment method to be saved for future use:

ex: 'MyCreditCard'

(You'll have a chance to review this order before it's final.)

Continue Checkout

### **Step 15:** Confirm payment information and click on "Submit Payment".



**Step 16:** 

Once the transaction is approved, close the window and return to the open Accept Admission window.

Note: Your receipt will be emailed to the address you entered earlier.

### **REFUND INFORMATION**

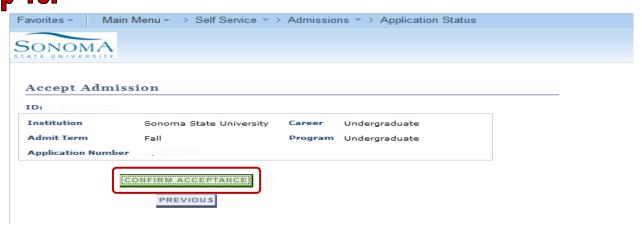
If you change your mind about attending Sonoma State University, you must notify the University in writing in order to receive a refund. The Enrollment Reservation and Campus Housing Down Payment are 50% refundable if requested in writing by December 15, 2017; non-refundable thereafter. NOTE: The Orientation Fee is 50% refundable until December 15, 2017 ONLY if requested in writing prior to your selected orientation date. The fee is non-refundable if the orientation date you signed up for has passed, you attended the session, OR an orientation refund is requested after December 15, 2017.

Email your refund request to seawolf.servicecenter@sonoma.edu.

### **Step 17:** Click on "I Accept Admission" to finalize the transaction.

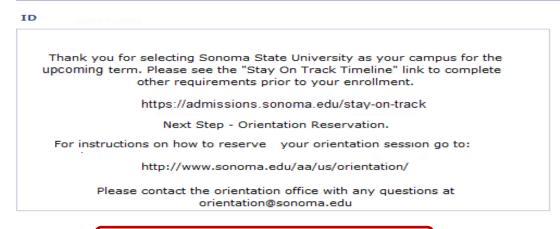
Favorites -	Main Menu - > Self Service - > Admissions - > Application Status				
CONION					
STATE UNIVER					
Accept A	dmission				
ID:					
Institution	Sonoma State University Career Undergraduate				
Admit Term	Fall Program Undergraduate				
Application N	tumber (00200000)				
package optional package option any pop-up blue STEP 2. A new	on the "PAY DEPOSIT" button to accept your admission by selecting your one and paying the required fees. (A new window will open, be sure to have lockers disabled) will open, be sure to have any pop-up blockers disabled. Leave see as you will have to return to it after you submit your payment.				
	you finish selecting your package option and successfully checked out you rompted to accept your admission. (you might experience a slight delay).				
STEP 4. After your admissions is accepted you will be prompted to sign up for your orientation session. ** Orientation is only available for first time freshman and transfer students.					
STEP 5. If you	u choose to decline this offer please click the "I DECLINE ADMISSION"				
	I ACCEPT ADMISSION  PREVIOUS				

# Step 18: Click on "CONFIRM ACCEPTANCE".



### **Step 19:** You have successfully accepted your admission to Sonoma State University! Click on "Sign Up for Orientation" to select the session you will attend.

### **Accept Admission**



Sign Up for Orientation

Now that you have accepted your admission, the following steps will complete the process for signing up for an Orientation session. If you have any questions, please contact the Orientation office at: orientation@sonoma.edu or (707) 664-4464.

**Step 20:** Click on "Next".

Favorites -	Main Menu	-	>	Self Service ▼	>	Admissions ▼	>	Orientation Self-Service
SONOM STATE UNIVERS	HASC	ONTR	S					

### Welcome to the Orientation Reservation System

Student ID: Admitted for: Major:	1 411 20	17 Crim Justice Stdies(BA)
-	our majo	or information below Undergraduate
Admitted I	Major:	_
You are required admitted major.	l to selec	t and attend an Orientation workshop based on your

Individuals with disabilities, who would like to attend this event and did not put the accommodations needed on their reservation need to contact the Orientation and Family Programs Office at (707) 664-4464 regarding the accommodation needed.

Next

Help: Need more information about Orientation?

### **Step 21:**

### Select a specific orientation session by clicking on "Select Workshop".



Student ID:

Admitted for: Fall 2017

> Major: Crim & Crim Justice Stdies(BA)

The following is a list of workshops that match your major and class level. Select the workshop below that you would like to attend. Please note that only Orientation workshops with spaces available will appear.

#### Help: Need more information about Orientation?

#### Fee Information

$\overline{}$								
	Day	Start Date	Start Time	End Date	End Time	Description	Student Fee	Select Workshop
1	Friday	04/14/17	9:00AM	04/14/17	2:30PM	Fall 2017 Transfer Student Orientation	\$35.00	Select Workshop

Previous Page

**Step 22:** 

Exit

### Click on "Confirm Workshop" to continue.

Favorites ▼	Main Menu ▼	>	Self Service → >	Admissions → >	Orientation Self-Service
SONON STATE UNIVER					

### Workshop Reservation

Student ID:	
Admitted for:	Fall 2017

Crim & Crim Justice Stdies(BA)

You have selected the workshop listed below. In order to reserve this workshop, click the Confirm Workshop button below. To edit your date selection, click Previous Page.

WARNING: Once you sign-up for a workshop, you are not able to make changes online. WORKSHOP DATE CHANGES WILL ONLY BE CONSIDERED DUE TO EXTENUATING CIRCUMSTANCES (and only if space is available).

Workshop Number:	0000000103	Fall 2017 Transfer Student Orientation
Start Date:	04/14/2017	End Date: 04/14/2017

Start Time: End Time: 9:00AM 2:30AM

Transfer Stu 1Day Fee Session Type:

Student Fee: \$35.00

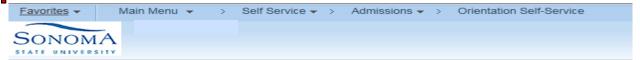
List any disability accommodations you need during the orientation program.

Accommodation Needs: Alternate Email:

Exit Previous Page

Confirm Workshop

## **Step 23:** Review the fees and click on "Continue".

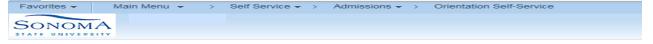


### Orientation Workshop Total Fees

Student ID: Admitted for: Fall 2017 Crim & Crim Justice Stdies(BA) Your orientation workshop total fees are listed below. This is just a summary of your total fees. You have already paid for your Orientation. If you still need to pay the parent fee click continue and on the next page click "Click Here to Pay" to complete your reservation. If everything is correct, please click continue. If the information is not correct, click cancel to go back and make changes. Student Fee: \$35,00 Total Fee: \$35.00 The orientation fee will be charged to your student account. Cancel Continue

### **Step 24**:

### Please Check your Orientation Reservation to make sure the selection is accurate.



#### Your Orientation Reservation

Student ID: Admitted for: Fall 2017 Major: Crim & Crim Justice Stdies(BA) Congratulations! You are reserved for the orientation workshop below. You will receive a reservation email to your preferred email address. FOR FRESHMAN: IF YOU HAVE PREVIOUSLY PAID THE \$99 GUEST FEE(S) WITH THE ERD BUNDLE FEE, YOU DO NOT NEED TO CLICK THE "CLICK TO PAY HERE" BUTTON BELOW. If you have questions regarding your payment, call the Orientation Office at 707-664-4464. FOR TRANSFERS: Guests are not permitted at Transfer Orientation due to the space capacity.

GUEST FEE MUST BE PAID IN FULL by May 31, 2016 or your parent(s) space will be released. If your space has been released, you must contact us at orientation@sonoma.edu by June 3, 2016. Guest(s) will only be accommodated as space is available. WORKSHOP DATE CHANGES WILL ONLY BE CONSIDERED DUE TO EXTENUATING CIRCUMSTANCES (and only if space is available). Help: Need more information about Orientation? Workshop #: 0000000103 Description: Fall 2017 Transfer Student Orientation 04/14/2017 Start Time: 9:00AM End Time: 2:30AM Transfer Stu 1Day Fee Session Type: Special Accommodations Needed? Click Here to Pay NOTE: Your fees were paid with the selection of your deposit package and accepting your admission.