

What's preventing you from completing your registration?

Bursar Hold (B): You have a previous balance that must be paid before you register for the current term.

What to do about it: Meet with an on-site Bursar representative to make payment arrangements. This requires completing a hold/release form indicating you have pending financial aid or a scholarship that will cover your old and new debt. If you don't have any pending financial awards, you will be required to pay 25 percent of the balance and set up a payment plan for the rest. Once you have completed arrangements or paid in full, the Bursar removes the hold, allowing you to register.

Immunization Hold (I): If you have not submitted your shot record to the Wellness Center, you have an (I) hold on your account. You also may be charged \$25 if you fail to provide proof before classes start.

What to do about it: Complete and bring your immunization record to the Wellness Center in Cook Administration, 131, from 9 a.m. till 5 p.m.

If religious reasons prevent you from complying with immunization requirements, please provide documentation to the Wellness/Health Center. As religious affiliations can change, documentation will be required each term. Blank immunization forms can be found on the Wellness and Health Center website.

Sexual Assault Prevention Training Hold (XS): Are you an incoming freshman, transfer or graduate student? You must complete Sexual Assault Prevention Training Program online before enrolling in classes.

What to do about it: Pull up a chair at any computer and complete the training that will take about 90 minutes.

1. Visit <https://studentsuccess.org/csu0911-sexualassault/index.php>.
2. Under "New Users" enter the following Access Code: 1190278
3. Enter your CSU e-mail address and password.
4. When you're done, print the confirmation page and submit it to the registration station.

Examination Hold (E): Newly admitted freshman and transfer students without an AA or AS degree are required to take the ACT Compass placement tests in English, math or reading before registering.

What to do about it: Exams take place from 9:30 a.m. till noon in Douglas Hall 119. Walk-ins are welcome, but scheduling is preferred. Schedule an entrance exam online at: www.csu.edu/examinations/
Results are provided instantly. Visit Cook 126 for more information.

Athletics Hold (A): This hold is used for student athletes and those in ROTC. It means you have not returned University or military equipment used the previous semester.

What to do about it: Return the equipment to the appropriate department and request a receipt. The department will provide your name to the Office of the Registrar, which will prompt the removal of the hold on your account. You may also bring the receipt to the Registrar's Office in Cook 128 and request that a staff member release the hold.